

INTRODUCTION

The *NCCCLA Handbook* is a guide to the organizational structure and operations of the North Carolina Community College Library Association. It provides background on the creation and development of the Association and details procedures of the offices and committees that carry out the directives of the Association's Constitution.

This handbook is in continuous revision from year to year, the responsibility for which was at first carried out by committee and later by individual officer. Those who have taken on this duty are as follows:

1985-1987

Geneva B. Chavis (Chair) – Nash TC

Mildred Matthis – Lenoir CC

Ed Shearin – Carteret TC

1987-1989

Sharon P. Smith (Chair) – McDowell TCC

1989-1992

Roxanne W. Davenport (Chair) – NC Dept. of Community Colleges

1992

Handbook Committee converted to standing appointed office of Archivist

1993-1994

Roxanne W. Davenport, Archivist – NC Dept. of Community Colleges

1994

Archivist position converted to Procedures Officer, incorporating the former office of Parliamentarian

1994-1999

Lynette Finch, Procedures Officer – Nash CC

1999-2003

Daniel Swartout, Procedures Officer – Edgecombe CC

2003-2004

Sheila Street, Procedures Officer – Alamance CC

2004-2008

Gena Craig, Procedures Officer – Central Piedmont CC

2008-2015

Stephanie Bowers, Procedures Officer – Pitt CC

2015-2016

Libby Stone, Procedures Officer – Gaston College