

The regular meeting of the Executive Board of the North Carolina Community College Library Association was held via conference call, on Tuesday, October 28, 2014, and was called to order by Alan Unsworth at 2:33 p.m.

In attendance were Alan Unsworth, Melanie Gnau, Deborah Foster, Carmen Blanton, Stephanie Bowers, Monica Young, Catherine Tingelstad, Amy Burns, Helen Colevins, Monique Mitchell, Angela Davis, Tara Guthrie, Staci Wilson, and Colleen Turnage. The absent members were Annie Harris, Libby Stone, Christy Earp, and Kimberley Balcos.

The minutes of the previous meeting were approved by the Board. Deborah Foster made the motion to approve the minutes, and the motion was seconded by Monica Young.

Amy Burns suggested that we begin holding our Board conference calls via Lync, a Microsoft Outlook product that may allow for free conference calls. Alan and Amy will investigate this option.

Alan reported on the NCCCS Conference in Raleigh, held on October 12-14, 2014. The NCCCLA exhibit table was staffed by Alan, Helen Colevins, Colleen Turnage, David Wright (Surry CC), and Robert Antill (Fayetteville Tech). The table was a success and many conference participants stopped and discussed their libraries and librarians. Attendees were eager to pick up the new NCCCLA pads, pens, and bookmarks. The general consensus from librarians in attendance was that the table was a good idea and we should continue to have a presence at the NCCCS conference in future years.

The new website designs were briefly discussed and the winner of the online survey was the “Able” theme. Deborah made the motion to approve the design and go ahead with building the website with this theme, Amy seconded, and the motion was approved by the Board. Alan will begin adding content to the site and the Website Task Force will continue working on the overall design of the website.

Stephanie Bowers discussed the revised “Mission and History” document that she has been revising. The Mission Statement was changed to better reflect the goals of the Association. The current statement: “The mission of the North Carolina Community College Learning Resources Association is to advance the goals of the membership,” was changed to: “The mission of the North Carolina Community College Library Association is to serve as a statewide voice for learning resources and services, to advance the cause of education for all individuals, to promote professional development and unity of purpose for all personnel involved in community college library programs, and to encourage innovations for support of the instructional process.” Deborah moved to approve the new Mission Statement, Staci Wilson seconded, and the Mission Statement was approved by the Board.

Possible paraphernalia options were discussed. New pens, pads, and bookmarks have already been purchased. Lapel pins are quite expensive – around \$3 each, so that option will not be pursued. Customized lanyards with the NCCCLA logo are around \$1 each, and Alan will continue to look into the best option for purchasing those for the 2015 conference. Deborah

suggested orientaltrading.com as a possible option for purchasing lanyards. Alan will also purchase around 55 white customized t-shirts with the NCCCLA logo.

Angela Davis and Alan brought up the idea of NCCCLA partnering with the CJCLS section of NCLA for a luncheon at the 2015 NCLA Conference. This planning is in the preliminary stages, and Angela will contact the NCLA Conference Coordinator, Rodney Lippard, about possible luncheon pricing and details.

The Board then discussed the possibility of accepting online and credit card payments for membership dues, conference registration, and vendor registration. Alan did some research into PayPal and Square options and reported to the Board that PayPal was likely a better option in that it is slightly more inexpensive than Square, is more widely known and used, and will provide the email address of the person or vendor sending payments. Square will only provide the last 4 digits of a card number, making it impossible for us to match a payment with a person or vendor. Alan will look into the best way to link an online form from the NCCCLA website to the PayPal payment service. Deborah will look into any possible problem with using our bank account for PayPal, and we will continue discussing this topic at the next meeting.

Officers reported on their areas. For conference planning, Melanie Gnau reported that Guilford Tech was no longer an option as a host location, so the Conference Planning Committee is meeting on Monday, November 3 to discuss other locations. Stephanie is continuing to send out Handbook sections to the appropriate officers to revise. Carmen Blanton is working with Deborah to check on the status of some members and help get some memberships renewed. Amy Burns produced an NCCCLA Newsletter for Fall 2014 that Alan gave out at the exhibit table at the NCCCS Conference. Amy will seek out additional library news items for the next newsletter. Alan reported that the Library Services Advisory Council had met to discuss issues with OCLC being discontinued by NC LIVE. The Council is working with the System Office to arrange a meeting with OCLC representatives to determine how we might retain access to our current subscription features.

Deborah Foster submitted the following financial statement:

Financial statement 09/17/14 – 10/15/2014

		Beg. Bal.	Debits	Credits	Ending Bal.
Interest Checking		9,694.30	1.00	26.93	9,720.23
Money Market		5,824.55		4.63	5,829.18
Money Market		50,392.91		40.05	50,432.96
Shares		25.17		.02	25.19

Alan reported that he has been trying to keep the NCCCLA website and Facebook page updated more often, and has posted at least once a week to the Facebook page about Association activities and related community college library events and issues. He will attempt to keep active with new website content and Facebook posts.

The next Executive Board meeting date will be Tuesday, December 2 at 2:30 p.m.

The Board meeting was adjourned at 3:32 p.m.

Alan Unsworth
President & Webmaster