

**NCCCLA Executive Board Conference Call
May 26, 2015 – 2:00 pm**

Attending

Melanie Gnau, President
Annie Harris, Secretary
Staci Wilson, District 6
Helen Colevins, Archivist
Lionel Parker, Vice President/President Elect
Libby Stone, Procedures Officer
Alan Unsworth, Past President & Webmaster
Carmen Blanton, Membership /District 4
Sally Goodman, District 2
Jaxie Bryan, District 1
Deborah Foster, Treasurer
Catherine Tingelstad, Nominating

Call to Order

The meeting was called to order by Melanie Gnau at 2:04 pm.

Approval of Minutes

Libby emailed an edit for the minutes. Annie made the change on the minutes. Deborah moved to approve the minutes with corrections. Libby seconded. The minutes were approved.

Old Business

NCLA 2015 and Partnering with CJCLS:

Email conversation and vote were held on partnering with CJCLS for the NCLA 2015 conference. We will give CJCLS money to partner to share a booth outside of conference center and be a sponsor on preconference workshop on accessibility. Also, we are going to do a social event (either a luncheon or dinner) with CJCLS for networking. Lionel asked if we were sponsoring the meal, but the social event will be pay on your own. We will only be paying for the preconference workshop. We will remove Booth Approval from the Old Business because we are partnering with CJCLS on the table.

Membership Listserv Subcommittee

Melanie will get with the people who volunteered for that subcommittee shortly. It is regarding creating a listserv.

PayPal issues

Deborah brought up that we are having issues with incorrect information on PayPal. Our WordPress page does not allow for us to put in a form. Annie suggested using a separate form with Google Forms; Helen says that they use Google Forms, but Melanie says that may not work. Deborah says as long as people put in the comments their school and school email, that

would be enough, but there is no way for us to notify them of that on the PayPal page. Alan and Melanie will look into options for getting forms on the website.

New Business

Districts?

Melanie had questions about the purpose of the districts and how to increase participation. Do we need districts? Sally in District 2 says that the district meetings were great for the networking. Although there were few meetings, they are always worthwhile. They are planning a meeting for August and plan to promote to get more participation. What are meetings like? Half day meetings include a presentation or professional development. Then after professional development they have a round table discussion. Meetings end with lunch. Libby says that is similar to District 5 meetings. Melanie suggested creating loose guidelines or suggestions for the district meetings. Some districts do it well and others struggle. Some districts are missing out on opportunities. Catherine says that she enjoyed the district meetings in District 2 for the same reasons as Sally. She suggested that District 1's shape may be cause for the lack of district participation. Libby explained that there is information in the handbook that outlines the responsibilities for district leaders. Lionel suggested revisiting the district allocations to make the travel easier for some groups. There was a survey in the past about whether people would participate more. Lionel suggested making it more efficient using school locations and sizes etc. Deborah says that the directors of the libraries need to be more open to allowing staff to go. Library directors need to be on board. Does it need to be brought up at director's institute? Alan, Melanie, and Libby are on the roster for the director's institute. It is July 23. Lionel will work on survey questions in a Google Document and we will add to the Google Doc. Next meeting we will discuss the survey questions.

Reports

Archives:

Helen had no report.

Awards:

Monica is absent. Deborah commented that someone who got the conference scholarship was not a paid member.

Conference Planning:

Lionel wondered if there is flexibility in membership to the conference planning committee. He wondered about getting representation from every district. Melanie said to use the guidelines from the handbook to staff the committee and use volunteers to fill any gaps. The date is decided by the spring break of the host school.

District 1:

Jaxie planning to have a district meeting in late July.

District 2:

Sally reported that they are having a district meeting on August 4 at Craven Community College.

District 3:

Lionel reported that Monica sent out a Doodle poll to plan a meeting in June or July.

District 4:

Carmen says they are having a meeting this summer at Fayetteville Tech. Topics: Libguides 2.0, Copyright, etc.

District 6:

Staci is trying to raise her membership numbers before planning a meeting.

Handbook:

The handbook is almost done. Libby and Alan are working on finalizing.

Membership:

Carmen is waiting to find out how we are going to notify people in the future to renew their membership and working out problems with PayPal.

Newsletter:

Amy absent.

NCCCS Library Services Advisory Council:

Alan absent.

Nominating:

Catherine had no report.

Priorities:

Alan absent.

Treasurer:

Deborah is still working on the financial report from the conference. Deborah talked with College of the Albemarle with their request for corporate membership. They are waiting to find out who the new director is, and we will use the money that was sent and use it for individual memberships when they have names.

Deborah submitted the following financial report for the dates 4/17/2015 – 5/14/ 2015:

		Beg. Balance	Debits	Credits	Ending Bal.
Interest Checking		7880.23	1.00	176.54	8055.77
Money Market		5858.48	0.00	4.50	5862.98
Money Market		50,804.51	0.00	38.99	50,843.50
Shares		25.28	0.00	.01	25.29

Next Meeting

Melanie will send out a Doodle poll to determine the best date and time for the next meeting which will be at the end of June.

Adjournment

Melanie adjourned the meeting at 3:06 pm.

Respectfully Submitted,
Annie Harris, Secretary