

**NCCCLA Executive Board Conference Call
April 30, 2015 – 3:00 p.m.**

Attending

Melanie Gnau, President
Lionel Parker, Vice President/President-Elect
Alan Unsworth, Past President and Webmaster
Deborah Foster, Treasurer
Helen Colevins, Archivist

Catherine Tingelstad, Nominating Officer
Carmen Blanton, Membership Chair/District 4
Monica Young, Awards Chair
Libby Stone, Procedures Officer

Call to Order

The meeting was called to order by Melanie Gnau at 3:04 p.m.

Approval of Minutes

Libby asked for clarification on a point in the Priorities section from the January minutes. Annie clarified the point, and we decided to keep it as written. Deborah moved to approve the minutes as written. Alan seconded the motion. The minutes of the previous meeting were approved by the Board.

Old Business

NCLA 2015 and Partnering with CJCLS:

Angela Davis is no longer on the board, but Libby spoke about the possible partnership because she was a part of a presentation with Angela. There was discussion about partnering with CJCLS on getting a speaker or a booth. Melanie will email Angela Davis at Pitt CC to see what is happening with the partnership.

New Business

Approval for a booth at NCLA 2015:

Melanie explained that our booth was successful in 2013, and we could sell t-shirts and grow membership. Alan said he could print off more stuff at the print shop at Surry CC. Libby says she has left over brochures from the last conference that she will send to Melanie. The NCLA conference will be in Greensboro in October. Annie asked about the cost of a booth. Melanie reported that if we register by May 15 it will cost \$475 for a booth. Libby found in the past minutes from April 30, 2013, that we were offered an exhibitor table at the conference that year for \$100. We discussed trying to get a discounted rate as a non-profit, but we do not have a 501c3 that gives us non-profit status. We did give NCLA a \$75 rate for a table at our conference, so we will ask them if they can give us a lower price. We will also look into splitting a booth with CJCLS. Melanie tabled the discussion until she finds out more information on the above and we will vote via email.

Membership Listserv Subcommittee:

Melanie is seeking volunteers to serve on a Listserv Subcommittee. Carmen, Catherine, and Annie volunteered to help with that subcommittee.

Membership Payment Issues:

Deborah brought two items before the board regarding membership payment issues. She received three PayPal payments on which she does not know at which community college the members work. During the meeting, she gave us the names of the members, and we resolved the issue by finding out where they

work. Also, Deborah received a letter and a check from the College of the Albemarle requesting to corporate/institutional membership in lieu of the individual librarians paying for memberships. The college would be a non-voting member, and in article 3 of the handbook we only list three types of membership: academic, associate, and life. We do not know how this fits into the bylaws. Lionel wondered what the intent of the institutional membership was originally. We asked that the letter be forwarded to board members, so we could review it. Alan, Melanie, Libby, and Stephanie will meet to clarify the handbook tomorrow, and Deborah is going to look further into the bylaws on the issue.

Districts:

Discussion tabled until the next meeting because district representatives not in attendance.

Ways to increase participation:

Discussion tabled until the next meeting because district representatives not in attendance.

Reports

Archives:

Helen had no report.

Awards:

Monica had no report.

Conference Planning:

Lionel reported that he needs to set up a meeting with the conference committee to look at potential sites. He will set up a Doodle poll for the conference committee to choose a meeting time. He will look at the handbook to find who should be in the conference committee and send out an email requesting additional volunteers for the committee from the members.

District 3:

Monica Young, Vice President of District 3 reported that the district is planning to have a meeting in mid-July at GTCC.

Handbook:

Alan, Melanie, Libby, and Stephanie will have a meeting tomorrow to finalize the updates the handbook pages on: Immediate Past President, President, and Vice President.

Membership:

Carmen reported that she looked over the membership spreadsheet provided by Deborah, and she was trying to figure out the best way to remind members when their renewals would be due. She said that member renewal dates occur in each month of the year, and manually sending reminders would be cumbersome. Melanie mentioned that the new listserv may be a tool to help with this problem. Carmen said she had thought that she could delegate to the District Presidents, and have them contact the members in their districts when renewals were due. This is a question that needs more discussion.

Newsletter:

Amy requested via email that members send her pictures and stories from the conference. She also asked that colleges send her any staffing updates for the newsletter.

NCCCS Library Services Advisory Council:

Alan reported on a conference call in which they discussed the Director's institute and documentation of the group's membership clarifying why each person is a member. Traditionally, the President and Immediate Past President of NCCCLA is on the Library Services Advisory Council.

Nominating:

Catherine had no report.

Priorities:

Alan had no report.

Treasurer:

Libby asked for clarification on a typo on the financial report sent via email. Deborah corrected the mistake and submitted the following financial report for the dates March 17, 2015 – April 16, 2015:

		Beg. Balance	Debits	Credits	Ending Bal.
Interest Checking		7,602.84	2,839.04	3,116.43	7,880.23
Money Market		5853.51	0.00	4.97	5,858.48
Money Market		50,643.42	0.00	161.09	50,804.51
Shares		25.26	0.00	.02	25.28

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 May. Update May 8, 2015: The next meeting will be Tuesday, May 26 at 2:00 pm.

Adjournment

Libby moved to adjourn the meeting and Deborah seconded that motion. The Board meeting was adjourned at 3:32 p.m.

Respectfully Submitted,
Annie Harris, Secretary

Addendum May 8, 2015:

Via email, Melanie offered information on a possible partnership with CJCLS at the NCLA conference by sharing a Google Document from Angela Davis. Melanie responded to clarification questions from Annie and Libby. The partnership would include co-sponsoring a pre-conference session, a social event, and a table. **Annie made a motion to accept the partnership proposal, Catherine seconded the motion, and there were ten aye votes and three abstentions. The board passed the motion to partner with CJCLS at the NCLA conference co-sponsoring a pre-conference session, a social event, and a table.**