

*North Carolina Community College Library Association*

*Meeting Minutes*

January 27, 2015

**I. Call to order**

Alan Unsworth called to order the regular meeting of the North Carolina Community College Library Association at 2:34 pm on January 27, 2015 via conference call.

**II. Roll call**

Alan Unsworth conducted a roll call. The following persons were present: Alan Unsworth, President & Webmaster; Melanie Gnau, Vice President/Pres.-Elect; Annie Harris, Secretary; Deborah Foster, Treasurer; Carmen Blanton, Membership; Amy Burns, Newsletter Editor; Libby Stone, Past President; Tara Guthrie, District 4; Helen Colevins, Archivist; Monica, Awards; Angela Davis, District 2; Colleen Turnage, NCCCS;

**III. Approval of minutes from last meeting**

Alan Unsworth posted the minutes from the last meeting. Deborah moved to approve the minutes. Melanie seconded the motion. The motion passed unanimously. The minutes were approved as posted.

**IV. Open issues**

- a) NCCCLA.org: Ready to be moved, but Alan has to find the time to move it by a month before the conference. He plans to turn on by February 16<sup>th</sup> and active by February 17<sup>th</sup>. Plusses for moving are: ease of editing WordPress and not having to use go daddy. Only have to pay \$13 a year in future to redirect from nccclra.org to ncccla.org. We need to embed code for PayPal on membership page. We need to get Deborah's credit card off of go daddy account.
- b) NCLA – Angela and Libby presenting at conference about partnering with NCLA.
- c) Conference – Wake Tech main campus, March 16-17. Items covered: website, schedule, keynote speaker, Wake Tech president welcoming, working on lunch catering, working on exhibitors, reserved restaurant for dinner and drinks on Monday night. Ebsco going to do a sponsored break and having a table. PayPal new this year. Monique asked how district meetings will work. Will we have same day registration? Yes, but can't guarantee a meal.

**V. New business**

- a) Archives – Helen - Past minutes printed and organized by year and stored.
- b) Awards - Monica - Got transcript from Bailey Jones, and Deborah has paid. We are updating conference grant application, so people can apply.
- c) Conference Planning – Melanie Gnau - See IV.c. Above.
- d) District Updates
  - e) District 2 – Angela – They had a meeting in Washington, NC and started a google group to facilitate communication. Suggested creating a listserv.
- f) Handbook – Alan – Stephanie updating handbook
- g) Membership – Carmen – She has had 5 or 6 people contact about membership prior to conference.
- h) Newsletter – Amy sent an email with the newsletter. Received an edit in response and will add info about conference and website redesign. How often will newsletter come out? Quarterly was the decision. This will go out Monday. Reminder emails will be sent asking for news. We discussed using mail chimp.
- i) NCCCS/Library Services Advisory Council – Alan attended meeting. CCCLA/director’s meeting
- j) Nominating – Need Vice President/President Elect
- k) Priorities – Libby – Adding the need for Vice President/President elect position to priorities. Worked with Stephanie on handbook.
- l) Treasurer – Deborah - NORTH CAROLINA COMMUNITY COLLEGE LIBRARY ASSOCIATION Financial Statement

		Beg. Bal	Debits	Credits	Ending Balance
Interest checking:		9525.71	948.29	1.84	8579.26

(1)Money Market		5838.93		4.96	5843.89
(2)Money Market		50517.32		42.92	50560.24
Shares		25.22		.01	25.23

Respectfully Submitted:

Deborah Foster, Treasurer

- m) Website/Facebook - Alan – Website discussed above. Facebook page being updated with conference info.
- n) Next meeting: If we have a phone meeting it will be Tuesday, February 24, 2015. We will have a meeting if we need to approve conference budget and approve possible awards, but if we can do those votes by email, we will wait to meet until the conference.

**VII. Adjournment**

Alan Unsworth adjourned the meeting at 3:40 pm.

Minutes submitted by: Annie Harris