

**NCCCLA Executive Board Conference Call
September 21, 2017**

Attending

Sally Goodman, President	Britney Shawley, District 1
Retha Hall, Nominating Officer	Saundra Pinkham, District 2
Cheryl Ann Coyle, Vice President	Barbara McKibbin, District 5
Carmen Ellis, Membership Chairperson	Alison Beard, District 6
Jennifer Seagraves, Secretary	Angela Davis, Webmaster
Helen Colevins, Archivist	Jackie Kilberg, Communications Officer
Catherine Tingelstad, Immediate Past President	

Call to Order

The meeting was called to order by Sally Goodman at 1:03PM.

Approval of Minutes

The minutes of the July 12th, 2017 meeting were approved by the board as submitted. Cheryl made the motion to approve the minutes and the motion was seconded by Catherine.

Old Business

Officially have an NCCCLA credit card through BB&T. There are three cards (VP, President, and Treasurer). These will transfer over to new positions from year to year. All cards have safely arrived at their determined locations.

We will now be able to pursue Zoom software for future meetings. It has been used for a few conference planning meetings of 40 minutes. Now that we have the credit card, we will be able to set up an account with Zoom for payment. This will allow us to share documents on our screens, see each other, etc.

We are having our first webinar for the year with Garrison Libby from Tidewater CC will be presenting on OERs on Wednesday, October 4th at 2:00PM. Everything will be finalized this week. Angela inquired regarding putting this information on the website, it will be posted once there is confirmation of links from Garrison. Discussion of ways to promote the webinar was discussed.

Catherine Tinglestad reported on our accounts/investing with the NC Community Foundation, who holds some of the money and disperses certain amounts for scholarships. The money in our current Money Market account would have a higher yield with the NC Community Foundation versus SECU. We were suggesting taking \$50,000 (bulk) and invest with the Community Foundation. We could then use the interest for our two scholarship awards. The board was going to be asked to vote on sending it to the membership or not. We then decided to take smaller steps and talked with Lori Russell from NCLA for advice, who suggested starting with one scholarship (\$25k) and see the type of return, and then when the board deems appropriate, take the additional 25k. Now proposing the executive board would approve the recommendation to hold a membership vote on investing 25k with the NC Community Foundation specifically for the Scotty Cox award (scholarship). Catherine has an email prepared to send to the membership if board approves. The NC Foundation would like one outside person (not in NCCCLA) on the account for ethical purposes, which we can define. Questions were taken before Sally put it out to the board for a vote.

Sally put forth the recommendation that the board is willing to put out a vote to the membership to approve the transfer of funds (25k) to the NC Community Foundation, transferred from SECU Money

Market Account. Jackie Kilberg made a motion to accept the recommendation. Barbara seconded the motion. The recommendation has been passed. Due to technical issues, members were asked to hang up and reconnect.

New Business

Britney Shawley is taking over Secretary duties for Jennifer Seagraves while she is on maternity leave.

Conference: Jackie is working on the logo. Will be held at Randolph CC. Pre-conference events for the March 8-9 conference are being planned. Still working on details like a caterer, animal encounters. Cost will probably be \$25 per person, if there is a bar it will be a cash bar. Helen is working on the speakers and has put out a few contacts. Other than that we are kicking into high gear to get the proposals out. They are meeting again next week to finalize details so we can get the website going. The momentum is building. Jackie is going to send a draft of the logo for input based on the conference theme.

Reports

Communications: Jackie Kilberg stated the response rate for the newsletter is usually around 50-60%.

We have 136 contacts in Member Planet. Newsletter deadline for October was given for next week.

Angela: Met with Cheryl and Nicole Nichols for help with the conference website. Requested items for the page be sent to her by e-mail so everything can be kept together. Stated anyone can post to the Facebook page and add pictures, events, etc. Jackie requested Angela write this up for the newsletter so it can be explained to the membership. A listserv was discussed so that the membership can ask questions and communicate with one another possibly outside of Facebook. If a member logs into Member Planet with their own log in they should be able to send an email to the membership. Discussion of directions for how to do this with screen shots so members can easily use this service. We are considering getting Twitter, but someone else has our name. Jackie found her and is trying to get her to delete that account.

Membership: Carmen Ellis: contact list has been cleaned up. Yet, there are some on the bounce-back list who are still employed with their libraries, right now all work at Central Piedmont and there may be a firewall kicking those e-mails back. No new members, only renewals. We are encouraging CC Library directors to join.

Nominating: Retha has been looking at other states nominating processes to see if we are missing anything or if anything stands out. Catherine offered help as she has experience in this area.

Awards

No update

Archives – no archive report

Discussion of old newsletters put up on the website for the past year. Helen agreed with Sally that we should keep them up for a year. The board also discussed putting the newsletter up too soon (embargo for 2 months) as it is a benefit of being a member. They would need to be converted from html to a PDF so that we do not lose them if Member Planet goes away.

Financial statement was emailed from Deb Foster during the meeting for review.

District 1

Britney Shawley reported on the July 20th district meeting.

District 2

Met in Historic Bath. Productive day touring, having lunch, and networking.

District 3

No report

District 4

No report

District 5

Barbara- Meeting tomorrow at Cleveland. Caroline Hallam from NCLIVE will be presenting on new resources. 20 people confirmed.

District 6

No report.

Next Meeting

November—Sally will send it out and then monthly meetings due to the conference. No opposing. Will send Doodle pool.

Booth at NCLA? Conference is a month away. Need to make a decision to have a table, would there be a benefit to us being there? Too late to get it together now, but we could do it again next conference. Determined we will bypass this point

Adjournment---The Board meeting was adjourned at 2:03 p.m.