

**NCCCLA Executive Board Meeting
February 27, 2018--1pm
Minutes**

Attending

Sally Goodman, President
Libby Stone, Procedures Officer
Jennifer Seagraves, Secretary
Deb Foster, Treasurer
Monica Young, Awards Chairperson
Jackie Kilberg, Communications Officer
Angela Davis, Webmaster
Cheryl Ann Coyle, Vice President

Retha Hall, Nominating Officer
Carmen Ellis, Membership Chairperson
Helen Colevins, Archivist
Britney Shawley, District 1
Saundra Pinkham, District 2
Monica Young, District 3
Samantha O'Connor, District 4
Amy Burns, District 5
Alison Beard, District 6

Call to Order

Sally called the meeting to order at 1:10pm.

Approval of Minutes

The minutes from the January 11, 2018 meeting were approved by the board as submitted. Deb Foster made the motion to approve the minutes and the motion was seconded by Samantha O'Connor.

Old Business

NC Community Foundation

The signing of the NC Community Foundation agreement and check payable to NCCF/Scottie W. Cox Memorial Scholarship of NCCCLA for \$25,000 will be finalized and taken care of at the conference in Asheboro. Deb Foster and Sally Goodman will oversee it and make sure everything is mailed, documented and in order. Contract is signed and Deb has the money and all the rest has to be done by snail mail.

Recording of NCCCLA Conference Session

Jackie Kilberg will be video recording a session at the NCCCLA conference and then posting it on the NCCCLA website for those members who are unable to attend the conference. We are putting up the video in lieu of doing another professional development session or webinar later this year. The specific session is yet to be determined.

New Business

CCCLA representative proposal

Sally is making a proposal to bring back the CCCLA representative role to NCCCLA. The role would differ from what it had previously been in the past. These new CCCLA representatives would be library directors and we would nominate one from each district to serve. This person would serve for two years and would primarily be a mentor for other new directors in that district. In addition, this person could also serve as an advocate. Libby Stone is going to get the old description of the position together and will revise it. The plan is to share the description of the CCCLA representative with everyone before the conference. Libby is going to look at the procedures with Amy Burns and then we will look at selecting a CCCLA rep at the conference.

Discussion about liaison with the North Carolina Community College President's Association

We will continue this into Cheryl's administration but started this talk at our last meeting in January. Jim Parker suggested that we have a liaison to the North Carolina community College President's Association because we currently don't have one. This liaison would be a community college president and would be invited to come to our conferences, institutes, etc. One of us would need to write a letter to a college president in the system to be our representative. Libby Stone is going to talk to Jim Parker at the conference and ask him to talk about it. Deb Foster said that Jim Parker's grandmother was a librarian.

Library Staff Member of the Year/Library of the Year Awards

Carmen Ellis brought forth an idea to have a Library Staff Member of the Year Award and Library of the Year Award. The North Carolina Tutoring Association has a conference similar to ours where they award two awards; one for the tutor of the year and center each year at their annual conference. They have a rubric, committee to evaluate based on the rubric, and a task force. At conference they award the center and tutor of the year with a plaque and a cash prize. Libby thought that this would be good for morale and membership.

501 Non-Profit Organization

This was not on the agenda but Sally is still working the 501C/nonprofit. It was her goal to complete this in her presidency and will continue to work on this.

Reports

Conference update

Cheryl asked for additional volunteers and asked members to update the conference registration spreadsheet. Pre conference dinner is at 32 for the critter party. Cheryl gave a shout out to Sally for getting over \$6,000 in sponsorships!

Awards

Monica reported that the Awards Committee reached the scholarship recipients and two of them will be there. She is compiling a list of retirees that will be mentioned and given lifetime membership awards. Cal Shepard will be on that list.

Nominating

There were 48 responses to the nominations email and we have our new officers for the 2018-2019 year:

VP/Elect- Britney Shawley
Treasurer- Maria Luisa Saldarriaga-Osorio
Secretary- Jennifer Seagraves

Webmaster

Nothing to report but has been posting as needed.

Membership

Carmen has been reaching out to people as they register for the conference to make sure they are up to date.

Communications

Jackie's audio didn't work but chatted us that she had nothing to report.

Treasurer

Deb sent the copy out earlier today and this is what we have:

SUMMARY OF ACCOUNTS Statement Date 02-14-18

	Beg. Balance	Debits	Credits	Ending Balance
Interest Checking	7,632.58	501.00	2,097.69	9,229.27
Money Market Shares	6,022.36	.00	4.46	6,026.82
Money Market Shares	61,189.19	.00	45.28	61,234.47
Shares	25.80	.00	.02	25.82
BB&T Checking	2,006.33	100.66	.00	1,905.67

Also have found two instances of fraud on our Visa credit card and Deb contacted bank and we have changed the pin. Deb will makes changes for Maria to start fresh by April as our new Treasurer. Sally took a moment to express from the entire membership Deb's commitment of over 15 years for serving as Treasurer.

Archives

Nothing to report/share.

District 1

Nothing to report and Britney is excited to meet everyone at the conference.

District 2

Nothing to report/share.

District 3

Nothing to report/share.

District 4

Nothing to report/share.

District 5

Nothing to report/share.

District 6

Nothing to report/share.

Sally said there is a significant amount of new people and community colleges who are attending this year.

Next Meeting

President, Cheryl Ann Coyle, will be deciding when the next Ex Board Meeting will take place.

Adjournment

Sally adjourned the meeting at 2pm.