



Equity Committee

Meeting Minutes

August 12, 2021, 3:30 pm

Meeting called to order at 3:45 pm by chair

Present: Elizabeth Baker, Committee Chair (Carteret CC), Brittany Champion, Committee Co-Chair and VP-President Elect (Pitt CC), Retha Hall (CPCC), Nathan Stancil (Johnston CC), Touger Vang (Montgomery CC), BJ Thompson (Central Carolina), Colleen Kehoe-Robinson (James Sprunt CC),

Absent: Samantha O'Conner, President (Central Carolina CC), Jennifer Seagraves, Past President, (Johnston CC), Liza Palmer (Brunswick CC), Robert James (Nash CC), Garrison Libby (Central Piedmont)

Agenda:

- Review/approval of minutes July 1, 2021, July 15, 2021, and July 29, 2021
- Work on committee bylaws
- Review CD Toolkit
- Announce officer positions

Discussion Items:

- **Minutes** from July 1, 2021, July 15, 2021, July 29, 2021
 - The minutes were not approved. The Chair forgot to bring them up for approval. The minutes for t July 1, 2021, July 15, 2021, July 29, and August 12 will need to be approved at the September 9, 2021 meeting.
- **Committee bylaws**
 - The committee reviewed the template sent by the Chair. The committee made changes in the following sections.
 - Article II: the word "subcommittee" was changed to "committee" throughout the section.
 - Article III: the word "librarians" was questioned, with suggestions to change it to "employees," "personnel", or "team members."
 - Article V: changed the language in Section 6 to mirror the rest of the document.
 - The committee discussed and agreed on the following items.
 - Article IV: the Chair, Co-Chair, and Secretary will serve for one year (from annual conference to annual conference) and will be selected from within the membership.
 - Article V: the Co-Chair will be in charge of membership and recruitment for the committee. Th Co-Chair will serve a year in this position and then will become the Chair the following year.
- **Toolkit**
 - The group did not review the toolkit during the meeting.
- **Officer positions**
 - The Chair announced that Brittany Champion and Retha Hall have stepped down as Co-Chair and Secretary, respectively.
 - These positions need to be filled from the committee's membership.
 - The Chair will ask for volunteers.

Action items:

- Brittany to ask Angela for space on NCCCLA's website for the committee's minutes and documents.
- Elizabeth to create a poll/survey for the committee's name

- Elizabeth to send the link for the next meeting
- The committee to continue working on the bylaws
- Bylaws link
https://docs.google.com/document/d/1l_MonZJCRnsoateQjeHfAZid8E5wsuj/edit?usp=sharing&oid=106856250249331174194&rtpof=true&sd=true)
- CD Toolkit link: <https://docs.google.com/document/d/1cqZ8fyWiJdUXtsCj0BF4PA22QvuqVP1P56M9qRHi67Q/edit>

Next meeting: September 9, 2021, 2pm

Meeting adjourned at 4:35 by chair

Notes recorded by: Elizabeth