
NORTH CAROLINA LIBRARY ASSOCIATION

MINUTES OF THE EXECUTIVE BOARD

Friday, July 16, 2004
Saint Giles Presbyterian Church
Raleigh, North Carolina

Attending: Jenny Barrett, Pauletta Bracy, Robert Burgin, Keith Burkhead, Bao Chu Chang, Bryna Coonin, Mary Ellen Chijioke, Sandra M. Cooper, Dale Cousins, Gale Greenlee, Mary Hatcher, Ross Holt, Al Jones, Connie Keller, Diane Kester, Jim Kuhlman, Carol Laing, Irene Laube, Priscilla Lewis, Rodney Lippard, Lynne Lysiak, Susan Neilson, Euthena Newman, Paula P. Hinton, Vanessa Work Ramseur, Sherwin Rice, Jean Rick, Beth L. Rowe, Robin Shepherd, Brenda Stephens, John Via, Caroline Walters, Teresa Wehrli, and Jennie Hunt.

Call to Order and Welcome

The meeting was called to order at 10:00 a.m. by President Pauletta Bracy at Saint Giles Presbyterian Church.

Minutes of April 16, 2004

David Paynter moved and Mary Hatcher seconded a motion to accept the minutes of April 16, 2004, as originally submitted.

President's Report

Updates were given on the four points of the biennial agenda as follows:

Infrastructural Integrity:

No report.

Strategic planning:

No report.

Organizational outreach:

No report.

Centennial Conference:

John Via, Chair, reported on the progress made by the Centennial Conference Planning Committee. The conference will highlight the services libraries have provided for communities. The theme will be NCLA Centennial: A Southeastern Celebration. Exhibits registration is on track.

A good sign is that vendors have been coming to us. Susan Herzog, Program Chair, has 70 programs already. More programs are expected about critical issues facing libraries at this time. The ALA President has agreed to speak; other big-name speakers haven't been confirmed.

Deadline for information is August 1. There will be a postcard mailed to the members of the other library associations in the southeast. The History Committee has several events and programs planned. The tentative agenda for the social events at the conference were reviewed. The main celebration event will be the Presidents' Luncheon on Thursday.

Five preconferences are planned to date. The Public Library of Charlotte and Mecklenburg Public Library has reserved all their meeting spaces for us during the conference. John Via is grateful for all the help from the membership. Around Labor Day conference registration information should be available on the NCLA Website. The cut-off date for hotel reservations is one month before conference.

Kevin Cherry, Chair of the History Committee, reviewed the committee's plans. There will be a scholarly component on library history. Fun and light-hearted displays of North Carolina library service; images of action over the years; photographs and artifacts; and examples of old library technology will be highlighted throughout the conference. The final event will be a time capsule about libraries today to be opened 50 years for now. The time capsule will be stored at the State Library of North Carolina. A video scrapbook of man-on-the-street interviews will be taken throughout the conference and shown at the end of conference. Oral history interviews of thirty librarians will be conducted and added to the NCLA Archives stored at the State Library of North Carolina. A commemorative booklet is being created, detailing milestones of library service in North Carolina. The possibility of a proclamation or letter from Governor Easley will be explored. Contribution envelopes will be included in the registration packets.

Call to Serve

Because of the eight-year commitment to leadership positions in NCLA, it is difficult to get people to volunteer to serve. For many people this time period represents about one-third of their careers. Terms of office are stated in the NCLA Constitution and Bylaws. The Vice President/President Elect is responsible for planning the biennial conference. The question has been raised about moving from biennial to annual conferences. By next year we will have had three consecutive conferences, giving the Board some experience to discuss the pros and cons of our present biennial system or abandoning it for an annual system. One-year terms tend to diminish cultural history, continuity, and institutional memory of an organization. The following two issues will be brought back for discussion in January: (1) annual conferences; and (2) terms of office for NCLA officers. Vendors need to be included in this discussion. Annual conferences may require a full-time administrative assistant.

The NCLA Constitution and Bylaws require that nominations be published. Since *North Carolina Libraries* is not published in print until the end of the volume year the slate of officers may need to be published in the online version of *North Carolina Libraries* as well as in *Tar Heel Libraries*. This change, too, will necessitate a change in the Constitution and Bylaws. Al Jones and Teresa Wehrli will look at ways to increase voter participation.

Treasurer's Report

Diane Kester reported on the current status of the budget. The 2003 audit is completed and copies are available. The Treasurer's reports on the NCLA Web site. The association is solvent. Although \$15,000 from reserves has been expended, there is still \$13,000 left in reserves. Line items that are over-budget are the expenses of Executive Board meetings, and publishing expenses of *Tar Heel Libraries* and *North Carolina Libraries*. It is apparent that more money should be budgeted for *Tar Heel Libraries*.

There is a real need for a full-time administrative assistant. Money is the issue. Cutting expenses would be one avenue to investigate. Since NCLA needs more money, should the Executive Board vote to raise membership dues? Teresa Wehrli will provide information on this in the membership report.

Old Business

There was no old business to discuss.

Section/Round Table Reports

Business Librarianship in North Carolina (BLINC)

Susan Neilson reported that BLINC has 25 new members. An article was published in *American Libraries* about this new group. BLINC plans to have programs at the Centennial Conference.

Children's Services Section

Report is posted on the NCLA Web site. The section requested permission to hold a raffle at the Conference. Permission was given if the event is called a "drawing" and donations are voluntary, since raffles are considered "gambling" in North Carolina.

College and University Libraries Section

Rodney Lippard reported that the section was meeting via e-mail. He has changed jobs and now is the ILS workflow librarian at UNC-Chapel Hill. The section has two programs planned for the conference.

Community and Junior College Libraries Section

Report is posted on the NCLA Web site. NCLA is being represented at the meeting of the North Carolina Learning Resources Association.

Documents

The section is planning a program on collection development and a social with SELA at the Conference.

Ethnic Minority Concerns Round Table

Sherwin Rice mailed REMCo's newsletter. The round table had an information booth at the ALA Diversity Fair in Orlando this summer.

Library Administrations and Management

Report is posted on the NCLA Web site. Mary Ellen Chijioke reports that the section will sponsor a reception at the Conference for NCLA members to get to know new librarians across the state.

North Carolina Association of School Librarians

The association is in need of a chair. President Bracy will send a request for leadership to the members of this section. There will be no school librarian programming at the Conference in November.

North Carolina Library Paraprofessional Association

Report is posted on the NCLA Web site.

North Carolina Public Library Trustee Association

Mary Hatcher reports that a mailing outlining the benefits of membership in NCPLTA has been sent to all public library trustees in North Carolina. Library directors will be encouraged to include membership dues for the trustees in their libraries' budgets. This one change could turn the trustees into stauncher advocates for libraries. The section's program at the conference will focus on ways libraries can be more effective in dealing with local funding bodies.

New Members Round Table

Jennie Hunt reported that the NMRT will have an early-bird reception on Tuesday evening at the Conference. On Wednesday the round table will host an orientation reception promoting the importance of join-

ing NCLA and SELA. There will be advice on how to become active and sign-up sheets for interests and membership. The Technology and Trends Round Table is co-sponsoring this reception.

Public Library Section

Report is posted on the NCLA Web site. The William "Bill" Roberts Award will be presented again this year at the Conference. The section is planning to have a luncheon and a speaker.

Reference and Adult Services Section

Report is posted on the NCLA Web site. Paula Hinton reports that the section is busy with conference planning.

Resources and Technical Services Section

The section has been working on plans for two conference programs.

Round Table on Special Collections

No report.

Round Table on the Status of Women in Librarianship

Report is posted on the NCLA Web site.

Technology and Trends Round Table

Two programs are in the planning stages for the Conference. TNT is also co-sponsoring the Wednesday social event with the New Members Round Table.

Committee Reports

Archives

Jean Rick reports that two new graduate school students have joined this committee. They have been oriented and are now working on the NCLA Archives. Rick has devoted every Friday this summer to organizing the association's archives.

Conference 2004

Refer to Centennial Conference under the President's Report.

Conference 2005

Report is posted on the NCLA Web site. The RFP for the conference in 2007 has been sent to the conventions centers. Charlotte and Winston-Salem are again among the sites to be considered. The site-selection committee will meet in July. The conference store, publicity, and placement chairs still need to be selected.

Commission on the Future of Libraries and the Book

No report.

Constitution Codes and Handbook

No report.

Continuing Education Committee

Sherwin Rice reports that the committee is working with the state library on grants for continuing education.

Endowment Committee

No report.

Finance Committee

Report is posted on the NCLA Web site.

Intellectual Freedom Committee

Report is posted on the NCLA Web site. Jim Kuhlman reports that the committee is co-sponsoring two programs with SELA at the Conference: one on the USA PATRIOT Act and U.S. policy development, and another on intellectual freedom as related to full-text publishing.

Leadership Institute

No report.

Membership Committee

Teresa Wehrli passed out a spreadsheet of the membership rates of other southeastern state library associations. We have the lowest rates, along with South Carolina. Discussion centered on dues and types of memberships. An increase in membership dues has to be voted on by the membership. The Finance, Operations, and Membership committees will work on this issue and present some options at the next Executive Board meeting.

Ways to increase membership and to recognize long-standing members were discussed. The need for a slogan and possible contests were suggested for membership marketing.

At the Conference, items from the Conference Store will be discounted for sections and round tables as gifts for presenters. A coupon will be in each registration packet for a discount on items at the Conference Store.

Nominating Committee

Al Jones reported that people have been chosen for leadership positions. He will be compiling the final slate of NCLA officers for approval at the fall meeting of the Executive Board in October.

Operations Committee

Irene Laube passed out copies of the operations report and the Administrative Assistant's job description. Caroline Walters will keep membership lists up to date. The committee requests an increase of six hours to the work schedule for the Administrative Assistant and Irene Laube moved that the personnel manual be revised to include this six-hour increase. Ross Holt sec-

onded the motion. The motion passed by voice vote.

President Bracy proposed that the Administrative Assistant position be increased to a 40-hour work week with a competitive salary. Discussion followed. Mary Hatcher moved that the Operations Committee investigate the feasibility of this and present a report at the next Executive Board meeting. Ross Holt seconded the motion. The motion was passed by voice vote.

Public Policy Committee

Renewal of NC LIVE funding is now before the North Carolina Legislature. Increased funding is needed to maintain current NC LIVE databases. NC LIVE should be used as a marketing tool for NCLA.

Publications and Marketing Committee

No report.

Scholarships

Report given by Brenda Stephens for Sue Williams. The major issue facing this committee is that the bylaws are vague on whose responsibility it is to keep up with the loans awarded by the Scholarship Committee. The committee will pursue this issue and present recommendations to the Executive Board.

NCLA Web Site Committee

Bao-Chu Chang requests that committee chairs send her the correct names of their sections, round tables, or committees. There is now a Web site tip sheet to help each section, round table, or committee Web contact to encode data. If your section, round table, or committee hasn't named a Web contact person, please do so and send the name to Chang.

Other Reports

North Carolina Libraries

Report is posted on the NCLA Web site.

ALA Councilor

Vanessa Work Ramseur attended the ALA Annual Conference in Orlando. She distributed a report on the conference.

SELA Councilor

John Via reports that he hopes the Centennial Conference will revive interest in SELA. The *Southeastern Librarian* is published bimonthly and is now being indexed in *Library Literature*.

State Library

Sandra Cooper reported on a pilot enrichment grant targeted at library staff that usually don't get to go to conferences. Check the State Library's Web site for additional information. She reported that there was some confusion about how NC LIVE operates and suggested a future column on NC LIVE in *North Carolina Libraries*.

New Business

Retired librarian Dr. Wiley Williams has given NCLA considerable time and expertise to compile a bibliography of North Carolina history. He has conducted research at George Peabody, Kent State University, and UNC-Chapel Hill, as well as the NCLA Archives. Kevin Cherry, Chair of the Conference History Committee, moved that the Executive Board of the North Carolina Library Association extend a certificate of appreciation to Dr. Williams for his work in helping NCLA celebrate its Centennial to be presented at the Presidents Luncheon on Thursday. Paula Hinton seconded the motion. The motion was passed by voice vote.

Terry Wehrli presented Caroline Walters with a parting gift since this will be her last official NCLA Executive Board meeting. The Executive Board thanked her for all the work she has done for NCLA.

Thanks were given to Jean Rick for finding this great meeting place.

Announcements, Other Business

There were no further announcements or other business.

The Executive Board adjourned at 2:25 p.m.

— Respectfully submitted by
Connie Keller, NCLA Secretary