
NORTH CAROLINA LIBRARY ASSOCIATION

MINUTES OF THE EXECUTIVE BOARD

Friday, January 16, 2004

Durham County Public Library

Durham, North Carolina

ATTENDING: Caroline Walters, Jean Rick, Sue Williams, Pauletta Bracy, Jean Moats, Jennie Hunt, Ross Holt, Betty Meehan-Black, Bryna Coonin, Steve Cramer, Priscilla Lewis, Euthena Newman, Bao-Chu Chang, Annis Barbee, Susan Wolf Neilson, Al Jones, Dale Cousins, Paula Hinton, Mary Ellen Chijioke, Carol Laing, Teresa Wehrli, Lynne Lysiak, Sherwin Rice, Robert Burgin, Phillip Barton, Sandy Cooper, Gerald Holmes, Rodney Lippard, Irene Laube, Keith Burkhead, Brenda Stephens, Elizabeth Laney, Vanessa Work Ramseur, David Paynter, Dan Maynard, Connie Keller, Brenda Stephens, and John Via

Call to Order and Welcome:

The meeting was called to order by President Pauletta Bracy at 10:00 a.m. at the Durham County Public Library. Phillip Cherry, Director of the Durham Public Library, welcomed us, and wished us a Happy New Year. President Bracy welcomed everyone, especially the new members. Introductions were given by everyone. Steve Cramer, Susan Wolf Neilson, and Dan Maynard represented BLINC. To forestall confusion, blue name tags identified those eligible to vote and yellow name tags identified the non-voters.

An agenda change moved the Installation ceremony before the approval of the Minutes of July 18, 2003. David Paynter (Director at Large) and Robert Burgin (Vice-President, President-Elect) were installed in a ceremony presided over by Al Jones. Gerald Holmes took a picture of the event.

Minutes, July 18, 2003

The minutes of July 18, 2003 meeting were approved. Robert Burgin moved; seconded by Priscilla Lewis; motion carried.

President's Report:

Biennium Agenda: The four points of President Bracy's Biennium Agenda are infrastructural integrity; strategic planning; organizational outreach; and the 2004 conference. The goal is an organization that will be productively engaged as defined by these four points.

Committee Structure: A review of the Committees will be undertaken to identify changes that might need to be made in the structure of the organization.

Suggestions included forming a committee to serve Hispanics and other population groups, change some committees to round tables, and become affiliated with REFORMA.

Appointment Procedures: President Bracy will appoint all committees and will contact the current chairs by letter. Each Committee, Section and Roundtable will appoint or recommend candidates for committee membership. A requirement will be that at least one member should have attended the NCLA Leadership Institute. A list of Leadership Institutes' attendees will be made available to the chairs. Discussion followed on ideas for increasing participation by the membership: change to membership form to ask for volunteers for committees and leadership positions, compile a list of some viable candidates, separate links and forms on the Web pages for volunteers, and include form in membership renewal and in *North Carolina Libraries*, NCLA listserv, and a President's Corner on the NCLA Web site. The names of all committee members are to be sent to President Bracy so official letters of appointment can be sent.

Each committee is to review its current charge at its first meeting and submit the recommended changes or revisions to President Bracy.

President Bracy will appoint a Parliamentarian and a Strategic Planning chair to work with Membership and Constitution and Bylaws committees. A planning committee for the new centennial will also be appointed.

President Bracy attended a "town meeting" at San

Diego. A town meeting program would be an open forum for the membership of NCLA to raise issues in a public forum at the 2005 conference. Robert Burgin will add to the 2005 conference agenda as a program idea. Ross Holt handled issues from the membership by bringing them to the board or by suggesting an appropriate committee or round table. Other means of getting issues of the membership addressed were the "President's Corner" on the NCLA Web site, membership renewal process and sending an "issue message" approved by President Bracy to the voting members of NCLA.

Old Business

There was no old business.

New Business

U.S. Patriot Act:

A Resolution on the U.S. Patriot Act by the City of Raleigh was brought before the board. After discussion, it was decided to draft our own resolution offering support and appending it to the City of Raleigh's proposal.

Rights and Permissions:

EBSCO wishes to include *North Carolina Libraries* in its database. License agreement is 9 pages. Peggy Hoon will be contacted to review the agreement with H.W. Wilson and EBSCO's license agreement. After discussion, the consensus was to accept agreement if okayed by Peggy Hoon. President Bracy can sign it at that time.

Peggy Hoon is an attorney, but not licensed to practice in North Carolina. President Bracy will contact Peggy Hoon about serving the NCLA Board in a legal advisory capacity.

Organizational Communication:

News will be communicated with the membership and the Board by the following means:

- 1) The Board has a Yahoo group. Caroline Walters, NCLA Administrative Assistant, is now moderator and she will keep the list updated. You will be e-mailed later on how to join and post.
- 2) Use the NCLA listserv to post announcements to the general membership..
- 3) *Tar Heel Libraries* focuses on people in the library community and what they were doing and State Library news. Pam Jaskot is the new editor. It is published in Asheboro. The idea behind *Tar Heel Libraries* is to build community by targeting people and news of what North Carolina libraries are doing. Announcements for news should be sent to Frannie Ashburn at the State Library. Information on these contacts should be or will be posted on the NCLA Web site.
- 4) NCLA Web site.

Locations of future meetings:

April 16, 2004, Wilmington (David Paynter)

July 16, 2004, Meredith or Guilford (Jean Rick or MaryEllen Chijioke)

October 15, 2004, Burlington (Priscilla Lewis will help with arrangements)

January 21, 2005, Meredith or Guilford (Rick or Chijioke)

April 15, 2005, Archdale (Ross Holt)

July 15, 2005, Boone (Lynne Lysiak)

October 21, 2005, Winston-Salem (Biennial Conference)

Special Considerations and Social Graces:

It was suggested that we send e-cards to Diane Kester (kester@coe.ecu.edu) to wish her well with her recent injury.

Teresa Wehrli volunteered to draw up guidelines for dealing consistently with deaths, injuries, illnesses, babies, etc. She will resolve these matters and bring the guidelines to the next Board meeting. Teresa Wehrli will then manage the guidelines as part of Membership Committee duties.

President Bracy reminded us all to vote in the upcoming ALA elections.

Treasurer's Report

The full Treasurer's Report, Finance Committee report, Operating funds, proposed budget, and sub-accounts reports are available on the NCLA Web site.

Section/Round Table Reports

Children's Services Section:

Chair Carol Laing reported briefly and will post a report to the NCLA Web site. The only concern was that they lost money on the conference by transferring from the Convention Center to the Adams Mark.

College and University Libraries Section:

Chair Rodney Lippard sent a report to *North Carolina Libraries* and will post it to the NCLA Web site. He indicated that his section wants to do programming with others. He will have more to report at next meeting.

Community and Junior College Libraries Section:

Chair Keith Burkhead plans to build on membership gains and explore programs for the next conferences.

Documents Section:

Chair Bryna Coonin mentioned that the upcoming Spring Workshop will be split between state and federal documents. For the Charlotte conference the program may center on collection development. The section is also pursuing a name change to "Government Resources Section."

Library Administration and Management Section:

No report.

NC Association of School Librarians:

Chair Al Jones reported that despite some school librarians pulling out of NCLA, we still have many school librarians as members. Ross Holt appointed Al Jones as chair to hold the position open. The Board discussed possible candidates to take leadership roles in this association. President Bracy will appoint a new chair to replace Al Jones.

NC Public Library Trustee Association:

Mary Hatcher is the new chair. The association's priority is to increase membership.

Public Library Section:

Chair Priscilla Lewis reported that the section had met and reviewed the biennial conference. They will add to new sub-committees: Bill Roberts Award Committee (chaired by Margaret Blanchard) and Genealogy sub-committee (chaired by Arthur Erickson). The section has discussed doing fewer, but better programs at conferences.

Reference and Adult Services Section:

Chair Lisa Sheffield indicated the report was on the NCLA Web site. The section had a 60% increase in membership. The section is working on joint conference plans and is requesting co-sponsorship of programs.

Resources and Technical Services Section:

Chair Euthena Newman indicated the section will meet next month and they are working on conference programming.

Literacy Round Table:

Betty Meehan-Black indicated that the full report of round table activity was on the NCLA Web site. The round table wants to do more than providing workshops. They are looking for members.

New Members Round Table:

Chair Jennie Hunt reported a successful showing at the conference event. The names of people and their interests were recorded. The round table is thinking about being the "welcome wagon for NCLA," and will work with SELA on the 2004 conference.

Round Table for Ethnic Minority Concerns:

Chair Gerald Holmes indicated that the full report is on the NCLA Web site. The round table is seeking proposals and ideas for programs for the 2004 conference. Brenda Stephens will serve as chair of the Road Builders award committee. The round table is planning to work on bylaws and organizational leadership.

Round Table for Special Collections:

Chair Joan Ferguson posted a report to the NCLA Web site. The round table sponsored five sessions during the biennial conference.

Round Table on the Status of Women in Librarianship:

Jennie Hunt reported on planning for the 2004 conference and the Marilyn Miller scholarship.

Technology and Trends Round Table:

Chair Lynne Lysiak reported that the round table is preparing for the 2004 conference.

Committee Reports

Archives:

Chair Jean Rick reminded Board members to submit their reports and minutes to her for the NCLA archives.

Conference 2003:

President Bracy reported that the 2003 conference made money. Please share comments about the conference with President Bracy. The need to have a conference orientation before each conference was brought to the attention of the Board. The NC Paraprofessional Association has drafted a planning protocol for conference programs. It will be shared with Robert Burgin and John Via. It was suggested to save a program slot for non-committee members or round table members to have programs. A "Presidential" program was suggested as a way to accommodate these people.

Conference 2004:

Chair John Via suggested "A Splendid Combination" may be the name of the conference, but his committee is still deciding on the name and the actual theme. Conference committee is still in the planning stages. He is interested in centennial activities: raise \$100,000; Center for the Book; discuss future of libraries and librarians; digitize *North Carolin Libraries*; catalog NCLA archives, etc.

NCLA will have fewer, but better programs because SELA will be having programs. It will be a three-day conference. Charlotte librarians will do local arrangements. Exhibits committee has two proposals. About 350 SELA members are expected to attend. Dates are November 9 – 13, 2004. John Via will make a list of committees for program planning. Some concern was expressed that Thursday is Veterans' Day. Pre-Conference workshops are available on the Tuesday before the conference (5 slots open).

Discussion followed on rates, social functions, receptions, vendors, banquet, recognition of past presidents and long-term members, recognition of all NCLA scholarship winners and authors that we knew before they became famous, tours, talent show, pre-conferences, dance, etc.

Commission on the Future of Libraries and the Book:

Report is on the NCLA Web site.

Constitution, Codes and Handbook Revision:

Chair Phillip Barton reported that a review of the minutes came across some changes in the rules and

regulations that had not been included. These changes will be made in the near future.

Continuing Education:

No report. Sherwin Rice was just appointed committee chair last week. Sandy Cooper, State Librarian, said there is money for a new statewide needs assessment. President Bracy and Sandy Cooper will discuss this further.

Endowment:

Chair Elizabeth Laney reported that NCLA is still accepting contributions to the endowment fund. Forty contributions were made in 2004. The goal is to raise \$100,000 by the end of 2004. North Carolina Foundation, who manages the endowment investments, will provide a report in February 2004 for the 2003 calendar year.

Intellectual Freedom:

No report.

Leadership Institute:

No report.

Membership:

Chair Teresa Wehrli will find out the number of years members have belonged to NCLA and report to the Board. The committee has considered mailing to non-member conference attendees to encourage membership.

Nominations:

Chair Al Jones will e-mail the membership to identify those interested in serving on the nominating committee and as NCLA officers.

Operations:

Chair Irene Laube indicated the need for more hours in the administrative office. This will mean more salary expense. The association may need to raise the administrative assistant to full time, if we decide to have annual conferences. A request for a color printer for the NCLA office was granted, but the actual purchase was put on hold until the final budget is presented. The Board will consider more hours, also based on budget.

Publications and Marketing:

(Tar Heel Libraries and E-News)

Pauletta Bracy suggested moving the Web site out of this committee and for it to be a permanent seat on the Executive Board. Should Bao-Chu Chang have a vote? At this point, Chang, NCLA Web mistress, serves at pleasure of President Bracy and this issue will be resolved before the next meeting.

Scholarships:

No report.

NCLA Web site:

Bao-Chu Chang requests that the names of committees be used when submitting reports to the NCLA Web site. Searching will be enhanced. Each committee, section or round table should have a Web person for Bao to contact. The discussion forum Ibiblio.org doesn't provide service for private organizations. Plans are to scan old minutes so all will be on the NCLA Web site. A request was made for a workshop on how to create Web pages.

Organizational Outreach:

No report.

Strategic Development:

No report.

Other Reports

North Carolina Libraries

The annual print edition (1,800 copies) will be shipped in February. The centennial issue will feature a bibliography of histories of North Carolina libraries.

ALA Council:

Vanessa Ramseur indicated that her report will be on the NCLA Web site.

She reported on her trip to San Diego: the chair of the chapter relations committee Michael Dowling is available to attend meetings and conferences. The ALA Washington Office has a list of Web sites we could bookmark. Ramseur requested that we put these on the NCLA Web site. ALA's pay equity initiative passed in committee. Issues about chapters and ALA membership dues were discussed.

SELA Council:

No report.

State Library:

Sandy Cooper, State Librarian, reported on the updated graphic identity of the NC LIVE on the new posters. She is working on integrating this new look into Web page. Free mousepads will be available.

NC Library Paraprofessional Association:

Chair Annis Barbee reported that the NCLPA sponsored six conference programs and inaugurated a scholarship. Goals for the coming year are to develop programming, membership drive, plan on 2004 conference programming, examine COPE III, and focus on general marketing efforts. A full report is posted on the NCLA Web site. The association will have a Web person, newsletter, etc.

A Resolution for a NCLA Task Force to discuss collaboration and understanding between librarians and support staff passed by voice vote. President Bracy will appoint a task force.

BLINC – Business Librarians in North Carolina:

Steve Cramer, Susan Wolf Neilson, and Dan Maynard represented BLINC. Their next meeting will be at the Greensboro Public Library. The group would advocate more business-oriented databases on NC LIVE and bibliographic instruction in business workshops. Dan Maynard indicated how important business information and business librarians are to the public.

Susan Neilson (NC State) petitioned NCLA for BLINC to join as a section. She related a brief history of the organization, what it can do for us, and what we can do for them. They have met the 100 signatures (169) required to submit a petition. The Board recognized the importance of business information in networking, continuing education, professional development and state initiatives. At NCLA conferences, BLINC will have programming, and help with marketing.

Motion: Ross Holt moved that we constitute BLINC as a section. Dale Cousins seconded. The motion passed unanimously.

Government Relations/Public Policy:

Ross Holt worked with Capitol Strategies and the NCLA lobbyist to avoid significant budget cuts for public libraries. Sandy Cooper indicated that funding for NC LIVE has become a problem. Public libraries can provide a statewide network to contact legislators. Capital Strategies is a public relations/fund-raising firm. Holt requested a budget of \$15,000 (\$12,500 to go to Capital Strategies). Holt indicated that for every dollar paid in the lobbying effort, libraries received \$85 in funding!

President Bracy was authorized to enter into an agreement to appropriate \$12,500 for lobbying to Capital Strategies, with an additional \$2,500 for expenses associated with this agreement. The motion carried.

A motion was made and seconded to change the name of the committee to the Public Policy Committee. The motion carried. Members are Holt, Sandy Cooper, Jerry Thrasher, Beverly Gass, and David Goble.

Finance Report:

Option B includes no NCLA Leadership Institute or Reserves. Robert Burgin suggested that we adopt Option B and add \$5,000 from Reserves to augment \$10,000. The Finance Committee questioned whether there would be an NCLA Leadership Institute in 2004. President Bracy will figure this out.

Chijioke made a motion for the Board to accept Option B for the budget, with an increase of \$5,000 from the reserves to cover the costs of the Public Policy Committee; it was seconded by Keith Burkhead. The motion carried.

Announcements, Other Business:

Gerald Holmes requested an update and clarification of vendor relationships with committees and round tables.

Orientation for new chairs, vice-chairs and new board members is scheduled for March 5, 2004, in Raleigh. Dale Cousins will let us know the actual location. Al Jones, Robert Burgin, and Ross Holt will help to organize it. It will be open to all NCLA members.

Holt will be a panel member on the discussion at D.H. Hill Library (NCSU, Raleigh) about the USA Patriot Act on February 10, 2004, 5:30–7:30 pm.

The meeting adjourned at 3:00.

— Respectfully submitted by
Connie Keller, Secretary