

NORTH CAROLINA LIBRARY ASSOCIATION

Minutes of the Executive Board

May 1, 1992

The Executive Board of the North Carolina Library Association met on May 1, 1992 at Carteret Community College/Crystal Coast Civic Center in Morehead City, N.C. This meeting was hosted by Ed Shearin, Director of the Learning Resources Center.

The meeting was called to order by President Janet Freeman at 10:05 a.m.

Executive Board Members and Committee Chairpersons present at the meeting included the following:

Larry Alford
Allen Antone
Barbara Baker
Waltrene Canada
Wanda Cason
John Childers
David Fergusson
Martha Fonville
Janet Freeman
Jim Govern
Benjie Hester
Gwen Jackson
John Jones
Patricia Langelier
Cheryl McLean
Meralyn Meadows
Nona Pryor
Karen Purcell
Vanessa Ramseur
Ed Shearin
Susan Squires
Steve Sumerford
Helen Tugwell
Catherine Van Hoy

Nancy Roundtree represented Alice Wilkins of the Community and Junior College Libraries Section and Rose Simon represented Frances Bradburn, editor of *North Carolina Libraries*.

Invited guests included Jacqueline Beach, President of the N.C. Public Library Directors Association and Bill Hadden who represented Jane Barringer of the North Carolina Friends of Public Libraries.

The group was greeted and welcomed by Dr. Bryant, President of Carteret Community College. President Freeman also welcomed board members and thanked Ed Shearin for making local arrangements and hosting the meeting.

John Childers was introduced as a new member of the board representing the North Carolina Public Library Trustees Association. He will replace Barbara Page who resigned.

Upon the call for approval of the minutes of the previous meeting, it was moved by Pat Langelier and seconded by Barbara Baker that the minutes of the January 17, 1992 meeting be approved as distributed. The motion carried.

Wanda Cason, treasurer, distributed several reports to the board with explanations where requested. She indicated that the basic quarterly report showed a slight change in format and reflected the total transactions from the two checking accounts only. As of March 31, 1992 the balance on hand in the two checking accounts totaled \$12,295.52. Individual reports were also available to section and round table chairpersons.

Martha Fonville, administrative assistant, distributed the membership report which reflected new members, the total members as of 04/28/92 and the net change by section and round table. She indicated that renewal was at approximately 56%. Discussion of the report by board members exhibited concern for a trend toward a decrease in membership renewal. Following a discussion of the duties of the membership committee, it was moved by Nona Pryer and seconded by Barbara Baker that the membership committee correspond with the former members who have not renewed their membership. The motion carried. Ed Shearin also encouraged the section and round tables to make contact with these former members to encourage renewal. President Freeman suggested that each section and round table appoint a representative to the membership committee. Ed Shearin and Helen Tugwell, membership co-chairpersons, agreed to work out the logistics of the arrangement. In closing, Ms. Fonville introduced a calendar on which board members might log dates for workshops or meetings.

COMMITTEE AND OTHER REPORTS

Gwen Jackson, conference committee chairperson, distributed a report of proposals for the 1995 NCLA Biennial Conference site. Proposals were received from Charlotte, Greensboro, High Point, Raleigh and Winston-Salem. Based on space availability, costs, and convenience to participants, Ms. Jacksons moved that the proposal from Greensboro be accepted. The motion as seconded by Barbara Baker was carried.

In the absence of Doris Anne Bradley of the Constitution, Codes and Handbook Revision Committee, Martha Fonville distributed new replacement pages for the NCLA Handbook.

President Freeman, reporting for Judie Davie of the Finance Committee, asked that the board be reminded of formal requests for budget proposals and the upcoming deadline. The committee is in the process of preparing the budget for the coming two years.

The report of the Governmental Relations Committee was presented by David Fergusson, who served as coordinator of the 1992 Library Legislation Day. He indicated that packets were delivered to our congressional offices, but official visits could not be arranged for each of them. In summary Mr. Fergusson considered Legislative Day to be moderately successful and noted the success that the Kansas delegates had with a catered luncheon for the Washington Delegation.

Following the Legislative Day Report, John Jones, chairperson of the Governmental Relations Committee, informed the board that he had been asked by President Freeman to discuss lobbying. In so doing, Mr. Jones discussed types of lobbyists and the costs associated with the services they provide. Additionally, he mentioned that lobbyists usually affect matters not associated with appropriations and that they could be hired part-time or on retainer.

Gene Lanier, chairperson of the Intellectual Freedom Committee, forwarded a written report in his absence. The report noted projects and endeavors of the committee and chairperson covering the period November 1991-April 1992. The re-

port highlighted responses to in-state and out-of-state requests.

As reported by Steve Sumerford, the Literacy Committee is working on several major projects. Plans are being made to prepare a directory of literacy programs in the state. Library schools are being asked to include literacy in the curriculum and efforts are being made to develop coalitions of programs with the various counties.

Reporting for Sandra Neerman, chairperson of the Marketing and Public Relations Committee, Steve Sumerford stated that the committee met to set goals and develop strategies for marketing. One such goal is to prepare a packet to be used in marketing all types of libraries.

There were no reports from the Archives, Publications, Scholarship or Technology and Trends Committees.

Rose Simon, representing Frances Bradburn, thanked the board for the support it provides to *North Carolina Libraries*. Ms. Simon reported that *North Carolina Libraries* had won the 1992 H.W. Wilson Library Periodical Award, and that Frances Bradburn would receive the award on June 29, 1992 at the American Library Association Conference in San Francisco. New manuscript guidelines have been compiled by the editorial board and were appended to the report submitted to the executive board.

Pat Langelier, ALA Councilor, reported that of major concern at the midwinter meeting in January in San Antonio, Texas was patron behavior and that ALA is developing guidelines on problem patron behavior. It was noted also that the Committee on Accreditations' proposed *Standards for Accreditation* were approved by Council. Details of the 1991-92 Council Documents that were approved, adopted or accepted at the 1992 Midwinter Meeting were included in the written report distributed to board members.

SELA Representative, Dave Fergusson, reported the Southeastern Library Association, SELA/LLA Joint Conference in New Orleans March 18-21, 1992 to be quite successful. Mr. Fergusson also announced that the SELA Handbook had been revised. He indicated membership is down and encouraged recruitment from NCLA members.

SECTION AND ROUND TABLE REPORTS

Children's Services Section chairperson, Benji Hester, reported that the section had two meetings since January. They are selecting a new representative to the board of NC Libraries and have plans for a seminar on statistics.

Susan Squires, chairperson of the College and University Section, reported that the section is embarking on a year of cooperation by co-sponsoring workshops with other sections or round tables of NCLA. The first such workshop is being co-sponsored with the Round Table on the Status of Women in Librarianship. The College and University Section is concerned with clarifying parts of its by-laws.

Nancy Roundtree distributed the report of Alice Wilkins, chairperson of the Community and Junior College Libraries Section. Ms. Roundtree reported that the executive board of the section met on February 27, 1992 and discussed issues such as increasing membership, sending a representative to Legislative Day and choosing a topic for the fall conference. Additionally, the board appointed Barbara Miller to serve as its representative to the *North Carolina Libraries* Editorial Board.

Araby Greene, chairperson of the Documents Section, was not present at the meeting but submitted a written report. The report outlined details of the spring seminar on the European Community scheduled for May 15, 1992. The report also conveyed appreciation for the grant received from NCLA which defrayed travel expenses for principal speakers from the European Community. The Documents Section is looking forward to a joint workshop on bibliographic instruction being scheduled for the fall.

The Library Administration and Management Section chairperson, Larry Alford, announced a spring program highlighting total quality management. He also stated that the section has discussed the issue of salaries for librarians in North Carolina. Finally, the section is concerned with changing the by-laws relative to the number of elected persons on the LAMS board.

Nona Pryor, chairperson of the North Carolina Association of School Librarians, submitted a written report. She mentioned the executive board retreat held February 14-15, 1992 at Trinity Center, Pine Knolls Shores, and indicated that goals set were quite similar to those discussed earlier by the executive board of NCLA. Finally, it was noted that NCASL was represented at Legislative Day in Washington, D.C. and that plans are well underway for the September 30 - October 1, 1992 conference.

Public Library Section chairperson, Jim Govern, submitted a written report, the highlight of which was the section's planning council meeting held February 21, 1992 in Albemarle. At that meeting among other things, committee charges were reviewed with some changes incorporated, committee rosters were verified and section membership renewals were discussed. The next scheduled meeting was announced to be May 15, 1992 in Walkertown.

Allen Antone, chairperson of the Reference and Adult Services Section, submitted a written report detailing the Maryland Model Training Projects and the program being scheduled for the fall focusing on Total Quality Management.

Resources and Technical Services Section chairperson, Michael Ingram, forwarded a written report in his absence. The report discussed plans for the fall conference which will focus on the current state of networking. To date, speakers have been confirmed, including Howard McGinn, who will present an overview of networking in the state of North Carolina.

Cathy Van Hoy, of the New Members Round Table, reported that their first meeting is scheduled for May 12, 1992.

The North Carolina Library Paraprofessional Association report, as distributed by Meralyn Meadows, reflected the results of the executive committee meeting held on February 27, 1992. Additionally it included the list of action goals that were formulated at that meeting. One goal was to strengthen membership and Ms. Meadows reported that membership was expected to increase by 85 within the next two weeks.

Vanessa Ramseur, chairperson of the Round Table on Ethnic Minority Concerns, reported on the meeting of the executive board held at NC A&T in Greensboro on February 7, 1992. Fall workshop plans were formulated and the membership committee was given the charge to recruit new members and encourage membership renewal. Mrs. Ramseur informed the board of the upcoming Conference of African-American Librarians to be held in Columbus, Ohio, September 3-5, 1992 and indicated that the bus had already been secured.

The written report of the Round Table on Special Collections revealed that the executive committee met on February 7, 1992 at Duke University. It was decided that the round table would co-sponsor a fall program with the Society of North Carolina Archivists. The details of such a program will be forthcoming. Chairperson, Beverly Tetterton, was not present.

Karen Purcell of the Round Table on the Status of Woman in Librarianship, discussed plans for a fall program. At the conclusion of all reports, President Freeman expressed astonishment at the degree of involvement and the amount of work that is done by the various sections, round tables and committees.

OLD BUSINESS

Barbara Baker again reminded the board of the upcoming Currents Conference and indicated that Evelyn Daniel was to be a keynotes speaker.

NEW BUSINESS

Larry Alford, of the Library Administration and Management Section, asked if NCLA would consider offering some type of certification in leadership. He suggested that this certification could be offered in conjunction with a library school program, such as North Carolina Central.

Barbara Baker noted that states such as Maryland and Kentucky are on record as having library leaders programs. Discussion that followed seemed to indicate that there was a need for such a program and that it was worthwhile. Finally Mr. Alford agreed to write a proposal and investigate possibilities.

President Freeman introduced a letter from Judie Davie and Jill Locke asking that NCLA submit a letter supporting Greensboro's proposal to host the 1993 May Hill Arbuthnot Honor Lectureship. The board agreed that President Janet Freeman would write this letter of support.

Speaking on behalf of State Librarian, Howard McGinn, President Freeman noted that North Carolina is the 26th state to become a part of the Center for the Book.

In conjunction with the president's report, the board had been asked to read and be prepared to respond to the article "The Mourning After" written by Howard McGinn and published in the winter 1991 issue of *North Carolina Libraries*. President Freeman distributed her summary of the article along with the reaction to the article written by Patsy Hansel and allowed time for perusal by the board.

During the general discussion such issues as empowerment of libraries, being pro-active rather than reactive and improved resource sharing were initiated. President Freeman sought answers to the following questions.

1. What is the association about?
2. Is the association about the issues brought forth in the article?
3. Where is the association headed?

Dave Fergusson pointed out that the Board had begun to chart its course at the retreat and suggested progression in that direction.

Meralyn Meadows expressed the concern of the North Carolina Library Paraprofessional Association with the suggestion that the association control access to membership and wanted to know if the NCLA executive board was in agreement with this suggestion. The board assured Ms. Meadows that it was not in agreement with excluding paraprofessionals from membership in the association.

President Freeman mentioned the following ideals:

- 1) talk with respective groups regarding the issues at hand
- 2) publish discussions of these issues in NCLA publications
- 3) consider appointment of another Futures Committee
- 4) hold an informal summit - to convene visionaries (librarians and non-librarians) to discuss the total picture and the future of libraries of all types.

The board was in agreement with these ideals.

When asked if she would respond to the article written by Howard McGinn, President Freeman said that she would prepare a response at a later date and distribute it to the board for approval.

Bill Hadden of the NC Friends of Public Libraries expressed his appreciation for being invited to the meeting.

It was moved by Barbara Baker and seconded by Pat Langlier that the meeting be adjourned. The motion carried and President Freeman declared the executive board meeting adjourned at 1:05 p.m.

Respectfully submitted,
Waltrene M. Canada
Secretary

Instructions for the Preparation of Manuscripts for North Carolina Libraries

1. **North Carolina Libraries** seeks to publish articles, materials reviews, and bibliographies of professional interest to librarians in North Carolina. Articles need not be necessarily of a scholarly nature, but they should address professional concerns of the library community in the state.
2. Manuscripts should be directed to Frances B. Bradburn, Editor, **North Carolina Libraries**, Joyner Library, East Carolina University, Greenville, NC 27858-4353.
3. Manuscripts should be submitted in triplicate on plain white paper measuring 8 1/2" x 11" and on computer disk.
4. Manuscripts must be double-spaced (text, references, and footnotes). Macintosh computer is the computer used by **North Carolina Libraries**. Computer disks formatted for other computers must contain a file of the document in original format and a file in ASCII. Please consult editor for further information.
5. The name, position, and professional address of the author should appear in the bottom left-hand corner of a separate title page. The author's name should not appear anywhere else on the document.
6. Each page should be numbered consecutively at the top right-hand corner and carry the title (abbreviated if necessary) at the upper left-hand corner.
7. Footnotes should appear at the end of the manuscript. The editors will refer to The Chicago Manual of Style, 13th edition. The basic forms for books and journals are as follows:

Keyes Metcalf, Planning Academic and Research Library Buildings (New York: McGraw, 1965), 416.

Susan K. Martin, "The Care and Feeding of the MARC Format," American Libraries 10 (September 1970): 498.
8. Photographs will be accepted for consideration but cannot be returned.
9. Upon receipt, a manuscript will be acknowledged by the editor. Following review of the manuscript by the editor and at least two jurors, a decision will be communicated to the writer. A definite publication date cannot be given since any incoming manuscript will be added to a manuscript bank from which articles are selected for each issue.
10. **North Carolina Libraries** holds the copyright for all accepted manuscripts. The journal is available both in print and electronically over the North Carolina Information Network.
11. Issue deadlines are February 10, May 10, August 10, and November 10. Manuscripts for a particular issue must be submitted at least 2 months before the issue deadline.