

NORTH CAROLINA LIBRARY ASSOCIATION

Minutes of the Executive Board

April 26, 1996

On April 26, 1996, the NCLA Executive Board met at the Graham Public Library. Margaret Blanchard, Library Director, welcomed the board and provided refreshments. These minutes from the meeting will be voted on at the next meeting of the Executive Board.

President's Report

President Fergusson called the meeting to order and introduced Marsha Wells, the new NCLA Administrative Assistant. He distributed a draft of the Personnel Policy and requested input from the board. President Fergusson also reported that the membership renewals are coming in slowly, but the Membership Committee has developed some innovative plans to mount a membership campaign.

President Fergusson distributed a memo to the board which commended Christine Tomec for the work that she did during her tenure as NCLA Administrative Assistant. The memo also detailed the process used to hire Marsha Wells as the new Administrative Assistant.

Minutes of the previous meeting were approved after some minor corrections.

Treasurer's Report

Wanda Cason was unable to attend the meeting due to family medical reasons, but a Treasurer's report was distributed. Robert Burgin asked about the profits from the conference. President Ferguson reported that the final details were not complete, but it appears that we did not make as much money as we had hoped.

Nancy Fogarty asked about the tax refund from 1993. Marsha Wells said that the refund was not shown in the Treasurer's report which was distributed. Also the cost of the computer for the treasurer was not included yet.

When asked about the possibility of increasing subscriptions and income

from *NC Libraries*, Frances Bradburn said that for a couple of issues of the journal we did not have an ad manager. Also, a couple of large vendors canceled their ads in journals throughout the nation, including *NC Libraries*.

Nancy Fogarty asked about the \$65,000 in non-budgeted items in the Treasurer's report. Gwen Jackson said it was a pass-through for grants which the State Library administered.

Susan Adams raised questions about figures for Children's Services. President Fergusson asked her to discuss the problem with the Treasurer.

Marsha Wells reported that the new accounting software will be installed in June and this will improve financial tracking and reporting.

Administrative Assistant's Report

Marsha Wells reported that membership is down to 1541. There are 150 new members but 597 members have not renewed.

President Fergusson said that additional memberships will probably come in as a result of NCASL's conference. He said that the membership is also down because members have not yet adjusted to the new annual membership process.

Section and Round Table Reports Children's Services Section

Beth Hutchison reported that the Section is working on a seminar to be held Oct. 21 & 22 at Brown Summit. The focus will be on different aspects of storytelling in the library.

College and University Section

Kathryn Crowe reported that the Academic Curriculum Librarians Interest Group is holding a workshop on May 14 in Raleigh. The topic is integrating technology into the curriculum. The Section will sponsor a workshop on October 18 at UNC Charlotte. The topic will be the collaboration on technology between librarians, faculty and computer center staff.

Documents

Cheryl McLean reported that one of the issues that their upcoming workshop will address is the potential impact of the planned transition to a more electronic Federal Depository Library Program by the end of FY 1998.

Library Administration and Management Section

Robert Burgin reported that the Section's board has discussed plans for a fall 1996 workshop.

North Carolina Association of School Librarians

Karen Perry reported that the Battle of the Books Committee has released its 1997 list of 25 titles that will be featured in the local and regional Battle of the Books programs. The Children's Book Awards selection was made by thousands of children across NC who voted for their favorite nominee during the month of March. The award for K-3rd Grade went to **Man Who Tricked a Ghost** by Lawrence Yep. The award for 4th-6th

grade went to **My Teacher Fried My Brain**. She also announced that the NCASL conference will be held August 7-9, 1996 in High Point.

Public Library Section

Sylvia Sprinkle-Hamlin reported that the Section's board reviewed the previous Biennial Conference and determined that the sessions sponsored by the Public Library Section were successful.

Reference and Adult Services Section

Stephen Dew reported that the RASS board set these goals for the new biennium:

1. To help members grapple with policy issues relating to new technology.
2. To promote understanding of the new technology and its effective use in reference adult service.
3. To strengthen and enrich our membership.
4. To increase cooperation with other sections of NCLA

They also discussed the need for a NCLA web page.

Resources and Special Services Section

Janet Flowers reported that Lori Drum has replaced Beth Gibbs as Secretary/Treasurer. They are planning a fall workshop entitled "The Interconnected Information Environment: Perspectives from Resources and Technical Services" on September 27 at the Friday Center. The Section is also planning a to conduct a membership survey.

New Members Round Table

Sondra Oakley reported that they are planning a workshop on searching the World Wide Web for August 2 at Forsyth Technical Community College.

NC Library Paraprofessional Association Round Table

Renee Pridgen reported that they have arranged for Appalachian State University to be a link site for the "Soaring to Excellence II" teleconference. Also, regional directors are establishing contact people throughout NC, concentrating on academic and special libraries.

Round Table on Ethnic Minority Concerns (REMC0)

Sheila Johnson reported that REMC0 is planning to publish two newsletters. The committee also plans to host a workshop in the fall of 1996.

Round Table on the Status of Women in Librarianship

Betty Meehan-Black reported that the Spring issue of MSMANAGEMENT will include a Fabulous Ideas Contest. The contest will provide ideas for future workshops, newsletters and speakers. They will print four issues of MSMANAGEMENT.

Committee Reports

Conference Committee Report

Beverley Gass reported that the committee had contacted the Convention and Visitor's Bureaus in Charlotte, Greensboro, Raleigh and Winston-Salem. Based on the information gained from the bureaus, the committee selected Winston-Salem as the conference site.

Beverley Gass made a motion that the 1999 NCLA Biennial Conference be held in Winston-Salem at the Benton Convention Center and Radisson on September 21-24, 1999. Gwen Jackson seconded the motion. The motion was carried.

Beverley Gass also made a motion that the 2001 NCLA Biennial Conference be held in Winston-Salem at the Benton Convention Center. Robert Burgin seconded the motion. The motion was carried. The Board agreed that NCLA and NCASL should attempt to negotiate a four-year contract in order to get better hotel rates.

Constitution, Codes and Handbook—Ross

The committee met and approved the appropriate changes to the handbook as they had been mandated by the NCLA Executive Board. These changes included bylaws amendments, new financial procedures, information about the listserv, and membership. The committee prepared a motion which was offered by Beverley Gass, stating that the Conference Handbook be added as an appendix to the NCLA Handbook and that the Conference Committee keep the handbook up-to-date. The motion was seconded by Frances Bradburn and approved by the board.

Finance Committee

The committee has been charged to "develop centralized accounting of all NCLA funds through application of the principles and practices of fund accounting and at the same time guaranteeing protection for section control of their portion of dues and other revenues that sections generate." The committee has concluded that cash basis accounting is acceptable to auditors and the IRS if checks and controls are deemed adequate and complete records are available.

An accountant will be hired by fall 1996 to handle the 1997-1998 Biennial Budget. The 1995 IRS 990 will be completed by Thomas McDaniel, CPA.

The Committee recommends that Sections should not be charged for the Administrative Assistant's time. The Committee also distributed forms to Chairs of Sections and Committees soliciting input for the 1997-1998 Biennial Budget. Financial Procedures for Operating Funds will be implemented beginning July 1, 1996. Pauletta Bracy made a motion to make the NCLA rate for mileage the same as the IRS rate for travel expenses. Renee Pridgen seconded. The motion was carried.

Governmental Relations

John Via reported that he asked NCLA members to support National Library Legislative Day on May 7. He also reported that the Governmental Relations committee is interested in working with other NCLA committees and sections on legislative issues.

Intellectual Freedom Committee

Gene Lanier reported that as the Chair of the Intellectual Freedom Committee he has been asked to make a number of presentations recently. He also assisted in writing and revising a new interpretation of the Library Bill of Rights on access to electronic information. He has received a number of requests for assistance from libraries throughout North Carolina as well as throughout the nation. He distributed a list of books that have been challenged in North Carolina recently.

Literacy Committee

Pauletta Bracy asked Steve Sumerford to discuss the potential grant for adult literacy which will be awarded to some NC public libraries. He said that the final decision will not be made until June, but the Lila Wallace Reader's

Digest Fund has received proposals from four NC libraries for grants ranging up to \$250,000.

Marketing and Publications Committee

Richard Wells reported that the committee is planning a workshop on creating effective publications. The major emphasis of the committee is to plan a state wide media campaign that can serve all of NC libraries. The committee requests that all NCLA publications carry the NCLA logo.

Scholarships Committee

Edna Cogdell reported that scholarship information packets have been mailed to all of the library schools and the Financial Aid Directors at NC colleges and universities. Seventeen applications have been requested.

Special Projects Committee

About \$7000 is budgeted for this year for special projects and workshops.

North Carolina Libraries

Frances Bradburn announced that the following people have been added to the board: Kevin Cherry, Mel Burton, Bill Fietzer and Diane Kester. The theme of the Summer 1996 issue is "Leadership in Libraries" and the board has selected themes for all of the issues through 1998.

ALA Councilor

Martha Davis reported that she would like items for the NCLA chapter booth at the ALA conference. She also noted that NCLA is very respected by the leadership of ALA.

She requested that we send our contribution as budgeted for Freedom to Read.

Southeastern Library Association

Nancy Clark Fogarty reported that the SELA Executive Board met in Atlanta on March 1, 1996. President Joe Forsee presided. The primary agenda item was a discussion of the future of the Association. A motion to dissolve the Association following the biennial conference in October failed. A motion was made and passed for President Forsee to appoint an ad hoc Future Directions Committee to report to the Board prior to July 15, 1996. The next conference will be October 22-26 in Lexington, Kentucky.

Task Force to Study Governance

Dr. Marilyn Miller reported. The task force was charged to "study the present structure of the NCLA Executive Board in light of equitable representation of the five library types representing NCLA." The task force made the following recommendations:

- (1) The Board of Directors of the NCLA shall consist of the following voting members: president, vice-president, secretary, treasurer, past president, three regional directors and elected chairs of the College and University Section, the Community and Junior College Section, NC Association of School Librarians, Public Library Section and the Public Library Trustees and Friends of Libraries Association. The non-voting members with privileges of the floor are chairs of other sections, committees and roundtables, ALA Councilor, SELA Representative and the editor of *North Carolina Libraries*.
- (2) A comprehensive orientation should be developed and standardized.
- (3) A task force should be appointed to develop a plan for leadership training.
- (4) The board should improve internal communication.
- (5) Conduct a self study of the board to look at various aspects of the way the board conducts its work.

Dave Fergusson commended the task force for the extensive work they have done and he suggested that we set up small groups to study various key sections of the report.

Frances Bradburn suggested that we take recommendations #1 and #5 back to our boards, sections, etc. for more discussion and that we also put the Taskforce's report on the NCLA listserv.

President Fergusson requested that we meet at 11:00 A.M. for an abbreviated business meeting on August 7 and then discuss the recommendations from the Governance Task Force from 1:00-4:00. Beverley Gass suggested that we should have a small group facilitator for the meeting.

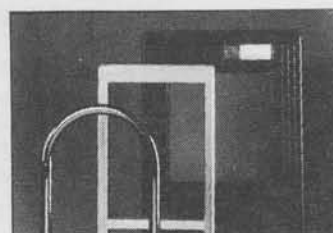
President Fergusson appointed a study group to address recommendation #2 dealing with board orientation. The committee will be a New Members Round Table representative, Betty Meehan-Black, Barbara Akinwole, Steve Sumerford and Gwen Jackson.

New Business

Steve Dew made a motion that NCLA establish a web page; Robert Burgin seconded. The motion carried. Sue Cody was appointed to investigate setting up the web page.

—Submitted by
Steve Sumerford, Secretary

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