

North Carolina Library Association Minutes of the Executive Board

July 21, 2006

Z. Smith Reynolds Library, Winston Salem, N.C.

Attending: Frannie Ashburn, Phil Barton, Mary Boone, Pauletta Brown Bracy, Wanda K. Brown, Robert Burgin, Bao-Chu Chang, Kaye Cook, Harry Z. Cooke, Dale Cousins, Beth Cramer, Kathy Crowe, Dana Edge, Catherine Edwards-Spratley, Jonathan Farlow, David Goble, Mary Hatcher, Paula P. Hinton, Loree Kelly, Debbie Luck, Betty Meehan-Black, Tom Nixon, Kim Parrott, Jean Rick, Dale Sauter, Ralph Scott, Lynn Thompson, Suzanne White, H. Jamane Yeager.

Call to Order and Welcome

President Robert Burgin called the meeting to order and recognized Wanda Brown, who welcomed the Board to the Reynolds Library and invited attendees to tour the Library following the meeting.

Minutes of Previous Meeting

The approval of the minutes was moved by Suzanne White and seconded by Ralph Scott. The minutes were approved.

President's Report

President Burgin expressed the Board's sorrow at the unexpected passing of Barbara Beebe, chair of the Leadership Institute Committee, on July 7th at the age of 39. Beebe had worked until shortly before her passing at Methodist College, and planned to enter the doctoral program at UNC-Chapel Hill in August. Several ideas for an appropriate memorial to Beebe have been mentioned and will be discussed later.

The Borders book drive, through which during August customers of Borders Books and Waldenbooks may purchase books which will be donated to libraries in North Carolina, will be promoted on the NCLA website. Volunteers have agreed to pick up the books weekly at these bookstores. Discussion ensued about the allocation of books purchased without designation for a particular library. This issue was not settled during this meeting.

Status of the license plate applications: at present fifty-five applications have been received, of the needed three hundred. Some applicants have begun to request that their funds be returned as the plates are not available. President Burgin will check with Brenda Stephens to determine if there exists a fixed period of time in which an organization or group must gather the initial three hundred applications. Brainstorming for additional promotional endeavors for license plates brought forth ideas: including a flyer for the license with every membership renewal letter; sending out a separate mailer for the plates; hosting a raffle or drawing, perhaps offering the winning license plate applicant five or six free registrations for the next biennial conference; making mockups of the license plates with individuals' names. Other promotional ideas included visual enticements and water travel inducements.

President Burgin reminded the Board of his four goals for the organization for the biennium. The first, increased membership, has been enacted by the Government Resources Section, with a

seventy percent increase in membership; and the Round Table on Ethnic and Minority Concerns, with a fifteen percent increase. The second goal, financial vitality, would be fostered by increased membership and a highly successful conference. The third, surveying members and nonmembers, is in the developmental stage. The fourth goal, firming up internal procedures, has been strengthened through the well-received orientation for new board members and their vice chairs on June 16th at the Cameron Village Regional Library in Raleigh.

President Burgin brought to the Board's attention a few other procedural matters. Committees, sections, and round tables are to send their reports electronically prior to the Board meeting to the Website committee chair; and are to bring two printed copies (one for the Administrative Assistant and one for the Secretary) to the Board meeting. Two written copies of motions brought to the Board are to be available: one copy for the Secretary and one for the chair of the Constitution, Codes, and Handbook Committee. According to the standing rules, oral reports should be limited to two minutes each.

Treasurer's Report

The Treasurer is out today due to illness. The reports are posted on the web (<http://www.nclaonline.org/treasurer/reports/2006/July/index.html>).

It was noted that the balance sheets reflect activity in a section or round table's account since January of this year; to determine the total of these accounts, it is necessary to go to the January report which gives the end of 2005 figure and combine that with the July, 2006, figure. January reports may be found here (<http://www.nclaonline.org/finance/2006/2006January/2005-4-Fundaccounts.pdf>).

Attendees discussed ease in finding the financial information, which, it was noted, is public information. Some members asked to be e-mailed the URL for the reports. President Burgin stated that if Board members have any questions about the financial information, the questions are to be directed to the Treasurer until satisfactory question resolution is found.

Old Business

See the President's Report for information regarding the NCLA license plates.

Section And Round Table Reports

Business Librarianship in North Carolina: The report is on the Web. Dana Edge, vice chair, reported for Susan Wolf Neilson on BLINC's upcoming workshops. In addition to the August 4th workshop in Charlotte, Business 101 workshops for library staff are planned for several locations across the state (<http://www.nclaonline.org/blinc/reports/blincrpt060721.pdf>).

Children's Services: The report is on the Web. Loree Kelly reported that the section met on June 12th at the Forsyth County Public Library. The section's fall retreat, "Tickles, Trends, and Teachnology," is planned for November 2 and 3 and will feature Robert Reed (<http://www.nclaonline.org/css/reports/cssrpt060721.pdf>).

College and University Section

The report is on the Web. Tommy Nixon reported the section surveyed members about a possible workshop; the results of that survey are in the report on the Web. The section is seeking revival of its more recently languishing Bibliographic Instruction Interest Group (<http://www.nclaonline.org/cus/reports/cusrpt060721.pdf>).

Community and Junior College Libraries Section

The report is on the Web. Debbie Luck report the CJCLS board met in Sanford on May 19th. The section is considering offering at the biennial conference in Hickory a pre-conference on community college archives (<http://www.nclaonline.org/cjcls/reports/cjclsrpt060721.pdf>).

Government Resources Section

No representative was present.

Library Administration and Management Section

Wanda Brown reported for Mary Sizemore. The section plans a three-part workshop, including sessions such as, "Who's Following Your Lead?" and a supervisor's self assessment to determine the appropriateness of his or her style in today's workplace.

Literacy Round Table

The report is on the Web. Betty Meehan-Black reported the section is considering co-sponsoring a program with the North Carolina Literacy Association (<http://www.nclaonline.org/literacy/reports/litrpt060721.pdf>).

New Members' Round Table

The report is on the Web. Kaye Cook reported the round table's board met on May 8th to discuss programming for upcoming biennial conference and possible other programs (<http://www.nclaonline.org/nmrt/reports/nmtrpt060721.pdf>).

NC Association of School Librarians

Catherine Edwards-Spratley reported the section, currently striving to emerge from a period of dormancy, is seeking to find its niche and focus. A directory of school libraries arranged by persons and by county will be utilized in this process. She is seeking interested potential committee members.

NC Library Paraprofessional Association

No representative was present. President Burgin reminded the

board that at the previous meeting Annis Barbee provided a report, and he asked that any action items be brought to this Board meeting. No one presented an action item. President Burgin suggested that at the next conference there may be a track for paraprofessional concerns.

NC Public Library Trustees

Mary Hatcher reported she plans to open a dialog with Charles Brown of the Public Library Directors Association about the importance of trustee participation in the Trustee Association; library directors and trustees possess a powerful voice together.

Public Library Section

The report is on the web. Lynn Thompson reported several workshops on supervision had taken place in the spring, and a fall workshop on audio books is planned. Additional workshops are planned by the section for 2007 (<http://www.nclaonline.org/pls/reports/plsrpt060721.pdf>).

Reference and Adult Services Section

The report is on the web. Paula Hinton reported the section plans an October 16th workshop, "Reinventing Reference: Changing Demographics, Services, and Resources" (<http://www.nclaonline.org/rass/reports/rassrpt060721.pdf>).

Resources and Technical Services Section

The report is on the Web. Beth Cramer reported on the section's spring workshop, what had ninety participants. A compilation of the workshop evaluation responses is included in the report on the web (<http://www.nclaonline.org/rtss/reports/rtssrpt060721.pdf>).

Round Table for Ethnic Minority Concerns

The report is on the Web. Jamane Yeager reported this round table's board met on June 15th. The section plans a membership drive and a mentoring program (<http://www.nclaonline.org/remco/reports/remcorpt060721.pdf>).

Round Table on Special Collections

The report is on the Web. Dale Sauter reported three members attended the NCLA Executive Board orientation in Raleigh. An August meeting is planned for this round table's board (<http://www.nclaonline.org/rtsc/reports/rtscrpt060721.pdf>).

Round Table on the Status of Women in Librarianship

The report is on the Web. Kathy Crowe reported the round table has experienced an eleven percent increase in membership. During a May meeting, this round table's board planned for the biennial conference and an off year workshop. Through a poll the round table will determine its members' interest in changing the RTSWL name (<http://www.nclaonline.org/rtswl/reports/rtswlrpt060721.pdf>).

Technology and Trends Round Table

No representative was present.

Committee Reports

Archives

Jean Rick noted three items. This summer she had taken Fridays off work to work in the State Archives. That building is being renovated, and so at some point this will result in a temporary closure of the Archives; this will be noted on the Website. Sharon McLean borrowed material for the SELA joint conference in November, 2005; as the materials have not yet been returned, Rick requested assistance in encouraging the return of the materials.

Conference, 2007

The report is on the Web. Phil Barton reported this committee has met and plans a subsequent meeting in August or September at the Conference Center in Hickory. The conference theme, "Telling Our Story," was suggested by Kevin Cherry.

Presently conference logos are being sought. President Burgin reminded attendees of the responsibility of each section and round table to designate a conference committee contact. Kim Parrott reminded attendees of the importance of the careful tending and hosting of presenters (<http://www.nclaonline.org/conference/reports/confprt060721.pdf>).

Constitution, Codes, and Handbook

The report is on the web. Bobby Wynn reported that the online Handbook was updated on July 10th. He requested that attendees check their section of the Handbook to ensure that any publications listed are still being published. The committee is considering a privacy policy for NCLA (<http://www.nclaonline.org/handbook/reports/handbkprt060721%20.pdf>).

Continuing Education

No representative was present.

Endowment

The report is on the Web. Dave Goble reported the Endowment balance is presently \$32,777.52; and he has a check for \$190 yet to be deposited. The Endowment Committee has been conducting an e-mail discussion of an appropriate memorial to Barbara Beebe. President Burgin asked that Goble bring a recommendation in this regard to the next NCLA Executive Board meeting (<http://www.nclaonline.org/endowment/reports/endowprt060721.pdf>).

Finance

The report is on the Web. Wanda Brown brought several committee recommendations. She reported the committee recommends NCLA have an "exempt" professional 990 (tax exempt; tax form 990) audit conducted every year, and a formal audit be conducted either every other year or each time a treasurer's term ends. When the LSTA grants reach \$300,000, both federal and state audits are required. This recommendation impacts the NCLA Constitution, which states the organization should have an annual audit, although Brown states this has not been followed. President Burgin suggested we endeavor to follow procedure in the future, regardless of past experiences.

A second recommendation from the Committee is that NCLA take forty dollars for operations and five dollars each for two sections of the member's choosing from each one thousand dollars in lifetime annually for ten years. This was voted on and approved by the Board.

This Committee also made some recommendations to the Financial Vitality Committee (<http://www.nclaonline.org/finance/reports/financrpt060721.pdf>).

Financial Vitality

The report is on the Web. Diane Kester reported this committee has met three times since the last meeting of this Board. The Committee recommends there be a separate fund for the Leadership Institute so that it does not show up as a drain on the NCLA budget. (President Burgin noted the Institute had been conceived originally as self-supporting.) This recommendation was approved.

The second recommendation endorsed by the Finance Committee articulated an expectation that sections and round tables would sponsor a minimum of one program at each conference and one program (or workshop) between each conference. Discussion illuminated the NCLA Board's opportunity to dissolve sections and round tables which appear to be nonfunctioning. Attendees were reminded of Annis Barbee's conference program planning document (http://www.nclaonline.org/conference/conference_planning_guide.pdf).

The recommendation was approved.

The third item, about which the Financial Vitality Committee is not yet ready to make a recommendation, addressed the Association's journal, *NC Libraries*. In recent years some savings in production have been realized through economizing on layout. Additional avenues mentioned by the Board in the ensuing discussion of reducing expenses included providing an option for choosing not to receive the annual print cumulation, selling advertising space in the journal, and encouraging sections to advertise in the journal at a reduced rate (<http://www.nclaonline.org/finance/reports/finanvitrpt060721.pdf>).

Intellectual Freedom

No representative was present. President Burgin announced that John Harer has graciously accepted the position of chair of this committee.

Leadership Institute

President Burgin is seeking to identify members of this committee.

Membership Committee

The report is on the Web. Frannie Ashburn reported for Caroline Walters. The Committee asked for \$20 a month, beginning in August, for six months for Survey Monkey. Harry Cooke pointed out funds allocated for committees remain in the Association budget. A question arose about sections having small advertisements on the survey. This request for funds for the survey was approved.

Ashburn reported next on the Committee's hope to sponsor student joint memberships in ALA and NCLA. Although ALA requires that this joint membership be available exclusively to students new to ALA membership, Walters recommended that this limitation not be placed on student NCLA members. The membership would cost \$28 with \$14 each going to ALA and NCLA; this student joint membership would be limited to two years. This request for offering combined ALA and NCLA student memberships passed. A similar proposal for support staff joint memberships was tabled by President Burgin following discussion (<http://www.nclaonline.org/members/reports/membrpt060721.pdf>).

Membership Report

Administrative Assistant Kim Parrott distributed the current report of NCLA membership by section and round table.

Nominating Committee

Pauletta Brown Bracy stated that a report is not needed presently. One is due November 1.

Operations

The report is on the Web. Dale Cousins reported on the renovations, including new paint and carpet, to the NCLA office. As this process necessitated moving substantial quantities of material, it was evaluated and sent to Archives, filed, or trashed (<http://www.nclaonline.org/operations/reports/optnrtp060721.pdf>).

Pay Equity Task Force

The report is on the Web. Beverley Gass reviewed some of the plans for the survey planned for this fall. Municipalities will be surveyed, in addition to libraries, to attempt to identify positions with qualifications and responsibilities similar to those of library workers. The survey will go to library directors and human resources offices. Staff at the University of Pittsburgh Institute for Research are developing the survey (<http://www.nclaonline.org/payequity/reports/progressrpt060530.pdf>).

Public Policy

The report is on the Web. Patrick Valentine discussed legislative day for library directors. NCLA's participation in the NC Open Government Coalition was noted as promoting the open discussion of issues and access to government information and actions. The Coalition is formed primarily of newspapers, television stations, and other nonprofits such as NCLA. Valentine brought for this Committee a recommendation that NCLA fund the \$250 annual dues, presently overdue. This action was approved (<http://www.nclaonline.org/payequity/reports/progressrpt060530.pdf>).

Publications and Marketing

The report is on the Web. Suzanne White reported this Committee is working on a poster which might be more easily transported to various meetings than the present tri-fold display. Conference logo ideas are sought. President Burgin will ask the Membership Committee to look at what we send out to new members. Hinton asked President Burgin and Cousins if relevant sections and round tables might be notified when new members join these groups (<http://www.nclaonline.org/publicity/reports/pubnrpt060721.pdf>).

Scholarships

Harry Cooke reported that the Committee has a full complement of members. Scholarships are awarded in conference years. Money to fund scholarships is rather scarce. Cooke invited attendees to the North Carolina Community College Learning Resources Association scheduled for July 26th and 27th at Wake Technical College.

Web Site

The report is on the Web. Bao-Chu Chang reported that a record number of reports had been submitted to her in a timely fashion for posting for this meeting. Chang encouraged attendees to insure that each section, round table, and committee has a web person who will keep the group's web page current. Chang's next project is to pull all reports together for each section and round table (<http://www.nclaonline.org/website/reports/webrrpt060721.pdf>).

Other Reports

ALA Councilor

Kevin Cherry attended the ALA annual conference in New Orleans in June; this was the first major conference to be held in New Orleans since Hurricane Katrina. Many of the issues dealt with by ALA Council were related to advocacy and member services. ALA is developing a list of socially responsible companies. The Library of Congress is minimizing its cataloging responsibilities; Gary Strong of Northwestern University is compiling a list of ways for libraries to respond to these reductions. The DC office of ALA is involved in several legislative initiatives: supporting orphan works acts (orphan works being those for which a copyright holder cannot be located); supporting a broadcast act for online instruction; opposing a taxpayer bill of rights which has resulted in library losses in Colorado; opposing the EPA's zeroing out some EPA libraries; opposing major cuts to many federal libraries. ALA is joining the American Association of Law Librarians in supporting PACER (Public Access to Court Electronic Records) legislation. ALA is encouraging state chapters to build a national conversation about privacy. Cherry attended a program featuring four John Does who had encountered Patriot Act-related issues personally. ALA asks each state chapter to encourage disaster preparedness planning which differs from that traditionally conducted in libraries. Rather, this planning would address working with FEMA and related organizations to assist citizens in knowing what to do, how to go about getting government service, and how to start rebuilding their lives in the wake of a Hurricane Katrina-like disaster.

SELA Councilor

Bobby Wynn reported that Evelyn Council is out of state participating in an exchange program.

NC Libraries

The report is on the Web. Ralph Scott stated that the next issue should be available online shortly. Jane McAllister of Davie County Public Library has joined the editorial board, as have Katie Schlee from Old Salem and Jennifer Smith, representing the New Members Round Table (<http://www.nclaonline.org/NCL/reports/nclrpt060721.pdf>).

State Library

Mary Boone informed the Board that Horace Stacey is the new chair of the State Library Commission. The previous three years levels of support are being used as a gauge for possible fluctuations in awarding money. The State Library will work on rewriting the state code, especially ways in which regional libraries are established and may be dissolved. Grants for this coming year were announced June 12th. School library media, the Library Information and Technology Association, ACRL, Medical Library Association, ALA, American Association of Law Librarians, and *NC Libraries* all will continue to receive support. This fall the State Library will be evaluating the current five year plan for LSTA grants; by March 30, 2007, a report must be submitted to IMLS. A series of five meetings will be held across the state to gather input for this plan. A trustees conference, to be a joint effort of the State Library and NCLA's trustee group, has been postponed. This year for the first time legislators allocated money for independent colleges' participation in NC LIVE. A new directory of North Carolina libraries is available in hard copy and online at <http://statelibrary.dcr.state.nc.us/ld/directory2006.pdf>.

New Business

None

Announcements

Dates and places for subsequent NCLA Executive Board meetings in this biennium are:

Friday, October 20, 2006:
Henderson Public Library in Hendersonville

Friday, January 19, 2007
Charles W. Chesnutt Library, Fayetteville State University

Friday, April 20, 2007
New Hanover Public Library, Wilmington

Friday, July 20, 2007
Joyner Library, ECU; or Sheppard Memorial Library, Greenville

October, 2007
Biennial conference in Hickory

There being no further new business, the meeting was adjourned.

Respectfully submitted,
Paula Pearce Hinton, Secretary