

North Carolina Library Association Minutes of the Executive Board

January 26, 2007

Chesnutt Library, Fayetteville, N.C.

Attending: Frannie Ashburn, Annie Barbee, Phil Barton, Beth Bernhardt, Pauletta Bracy, Robert Burgin, Kevin Cherry, Kaye Cook, Bryna Coonin, Evelyn Council, Dale Cousins, Jonathan Farlow, David Goble, John Harer, Mary Hatcher, Beth Kaylor, Loree Kelly, Diane Kester, Debbie Luck, Mary McAfee, Betty Meehan-Black, Gloria Nelson, Tommy Nixon, Kim Parrott, Sherwin Rice, Dale Sauter, Mary Sizemore, Patrick Valentine, Caroline Walters, Suzanne White, Lisa Williams, Susan Wolf Neilson, Bobby Wynn and H. Jamane Yeagar.

Discussion centered on the goals set by the President.

Goal # 1 - increase membership - There has been a 3% increase since October for a total of 1,383 members. Membership in the Public Library Trustees Association has increased by 10%, Youth Services is up 6.5% and Doc is up 5%.

It was noted that membership generally increases during the conference. Library directors should encourage their staff's participation in the conference.

Goal # 2 - strengthen NCLA's financial situation - Fiscal vitality -income is up 33%; revenue from *North Carolina Libraries* subscriptions have doubled and expenditures are in line. The editorial board has done a good job of holding down expenses.

Goal # 3 - Surveys of members & nonmembers - Caroline Walters reported that the NCLA Survey starts February 1 and runs through March 31. An announcement will be sent to the listserv.

Goal #4 - Firming up procedures - The sections & round tables must submit proposals to Finance Committee first. They should use Diane's home address – everything must be co-signed by President Burgin

President Burgin reminded everyone that the cost of lunch is \$10. He also reminded the group of report rules: all reports are to be in writing with 2 copies going to the Secretary and oral reports are limited to 2 minutes.

Treasurer's Report

Diane Kester reported the profit and loss for budget – there is net income of \$13,000. Ralph has been selling ads and printing is being done by the prison system, which has helped trim the budget.

Kevin Cherry suggested that the Association pay back what was taken from endowment, possibly after the conference. President Burgin supports the spirit of suggestion. Diane will have to determine how much was taken out.

The Fund account is not an asset account, rather it is a fund within the holding of assets. The association's money has been taken out of Bank of America. BOA was charging \$10 each month for each

savings account – the money is now in the State Employees Credit Union. Reimbursements can be made directly to the person's account if they are a SECU member.

Monies being paid to ALA and the Leadership Institute's funds were discussed. There is a new fund, ALA student membership fund, might be income from the Gates foundation.

Administering Gates Grant for rural library sustainability – NCLA receives \$3600 for administering the grant. The State Library has asked if the Association will administer another grant—it's a matter of getting contracts signed.

Asset report – \$263,000 as of Dec 31; there are 2 CD's and 1 money market share account at SECU. A report was sent to sections & roundtables which reflects one year's activity.

Old Business

None

BLINC

Susan Wolf Neilson reported that the BLINC workshop is planned at Elon College. There has been a problem getting community colleges to participate in BLINC.

College and University Libraries - Tommy Nixon – There will be a workshop at Eliot center next Friday – Betty Garrison, Elon & Thomas at ECU did lots of work on it. He thanked Kim and Diane for their assistance and responses.

There is nothing in place for inclement weather for cancellations – a draft of ideas was distributed. Caroline Walters indicated that ALA has a strict refund policy and we should probably follow it. The Constitution & By-laws Committee can bring suggestions to next meeting. Dr. Bracy noted that it would not go into the Constitution because it is a policy. It would apply to all sections and roundtables but would need to be voted on by the Board and

be in the non-codified part of Constitution. President Burgin commented that at the last conference, there were restrictions on travel by the State.

Community and Junior College Libraries

The report is on the web.

Government Resources

The group will hold a meeting on March 23 at Elon College. The program is to be determined – elections will be held.

LAMA

The report is on the Web.

Wanda Brown was in a serious accident in October on the way to a workshop. She was in the hospital until mid-December. She visited Diane's library recently. NCLA board sent flowers to her.

NC Library Paraprofessional Association

Annis Barbee –There is an upcoming meeting in February; the group is working on several projects; also working on ideas to boost membership. A new logo is being developed and graphic art assistance is needed.

An all-day workshop is scheduled for March 14 at Wake Forest library—Work Smarter not Harder is the theme and it will cover ergonomics and technology competencies. Membership is dwindling and anyone interested in serving in the Section should contact Annis. A goal has been set to have 150 members by end of year. Program chair, Marilyn Meadows, fell and broke both shoulders.

NC Public Library Trustee Association

The report is on the web.

The goal is to increase awareness and membership among Trustees since many have not heard of NCLA. Mary will do a presentation in the western part of state and will speak to various boards. She was asked what is a roundtable or section.

President Burgin indicated there is not much difference between a section and a roundtable but there is a difference in committees; Sections were first designated by type of library and roundtables ran through them; whereas Committees are appointed. There is a need to educate people to the benefits of membership and to get message across.

A question was raised about whether an NCLA application be sent to the person, when a librarian applies for credentials. The issue of privacy was discussed. Kevin Cherry suggested that a general information packet about public libraries be sent to applicants.

Public Library Section

The report is on the web. Mary McAfee reported that a successful workshop on downloadable audio was presented. Funding for the Roberts award was discussed. The award will be self sustaining; the section will pay for the award this year but the money market fund should easily be making enough to pay for the award in the future (part of CD in SECU – 14.6% of what is there).

The Section is in negotiations with writers of Unshelved to present at the conference.

Reference & Adult Services Section

The report is on the Web. The section met on November 6, 2006 and Ted Labosky was appointed vice chair. Janie Neely has requested that the offices of Secretary and Treasurer be separated.

Round Table for Ethnic Minority Concerns

The report is on the Web. The group will meet on March 13 meeting. A workshop is planned; details to follow. Letters were sent to past and present members to solicit membership/participation.

Round Table on Special Collections

The report is on the Web. The group is updating the Website and working on a program for the conference.

Round Table on the Status of Women in Librarianship

A workshop is planned for February 9 in Mocksville on Communication.

Technology and Trends Round Table

The report is on the Web. A conference call was held January 12th. A new Web page designer will help get the page up to date. There is a call for proposals for the conference.

Youth Services Section

The report is on the Web. Loree Kelly reported that the Section met December 11; evaluations from the November workshop were reviewed. The section has 15 new members. The new Web mistress will keep the Section Web page updated; the membership person resigned so a new membership person is being sought. A pre-conference on teen issues is being planned.

Literacy Round Table

The report is on the Web. Glynis Redmond will be speaker at conference. Reminder: make sure Diane knows when any decisions are made concerning money.

Conference Committee

The report is not on the Web yet but will be posted. Phil Barton reported the committee met in December. There will not be an all-conference breakfast. Phil has not heard from many people – only 5 have reported. All names should be submitted to Frannie Ashburn. The proposal form for the conference has been found and will be ready soon.

Phil would like to have all programs nailed down by mid-March. The February 2 meeting is when the Planning Committee will present all conference speaker nominees: David Holt is anticipated as the opening speaker. Gladys Ann Wells will be Ogilvie speaker; she is Arizona State Librarian and reports directly to the AZ legislature. Bland Simpson will be final speaker. For the President's endowment dinner, the committee is trying to get a husband/wife team who produces plays.

Every workshop will have a Round Table or Section sponsor; there will be 10 concurrent workshops and high quality lunch programs are needed. If Joint sponsorship involves money, let Diane know how much each sponsor is responsible for. The theme is Telling our Story – in whatever format to whatever audience. Poster sessions will be held. There will be an all-conference event each day and the all-conference lunch will be held on the last day. Members would like to hear what the association has done over the year. Awards will be presented at the Ogilvie Luncheon. The issue of who signs the speaker contracts was discussed. If NCLA

is expected to pay a speaker, there must be a contract. The question of funding to pay speakers was raised. Frannie said a grant will be made to the association from LSTA and details will be announced. President Burgin received notice that the State Library will help with funding of speakers. Diane commented that a bulk grant has been administered in past by the Finance Committee. Burgin said it should go through the project grant process and we should start looking at the process now so it can be sent to the Finance Committee as soon as the money is announced. The turn-around on project grants has been fairly quick in the past. Travel and food can be paid but no honorarium can be paid to NC librarians. The program grid should be voted on at the February 2 meeting. The committee will try to accommodate the speaker's schedule. Poet laureate will open the conference.

The question of internet access was raised: the conference center is wireless and we will have free access to it.

The question of whether any workshops will be podcast after the conference was raised. The cost of professional filming is prohibitive but let Kevin Cherry know if you know someone who can provide the service because creating what will be broadcast is the expensive part of the process.

Programs should be set by mid-March and the timeline will be posted on the conference website. If you have a question, start with the Website and if you can't find the answer, contact Phil Barton. Kevin commented on conference center's good arrangement, ease of access, etc. The reason for going to Hickory is to cut costs – the conference center staff is very accommodating. Room rates are under \$100. Locations are intended to reach out to different populations – Hickory should bring those in the western part of the state and Greenville in 2009 should bring the eastern.

There was a break for lunch at which time a presentation was made to congratulate Robert Burgin on his marriage.

Constitution, Codes...

Bobby Wynn – The report is not on the Web. Please send him any relevant information.

Continuing Education Committee

The committee met in November and is looking at certification and at what other states are doing for certification. At one time librarians received certificates for attending State Library workshops but don't anymore.

Endowment Committee

The report is on the web. David Goble reported that \$5000 was received from Linda Willis (Robert's wife) which puts the endowment over \$40,000. Work is continuing on the Barbara Beebe memorial fund and over \$1,100 has been donated already. Discussion on how the Beebe fund will be administered followed. Barbara was so identified with the Leadership Institute and Leadership that the plan is to sponsor a scholarship to the Leadership Institute.

Kevin suggested that a portion of each membership be given to the endowment – 50 cents or a dollar. This proposal should be brought to the next meeting for a vote.

Finance Committee

The report is on the Web. Wanda was at the meeting briefly. The budget was sent by email to the members. Increases were noted in credit card fees, printing and travel; a pay raise was in October based on Kim's evaluation.

Diane asked if money withdrawn from the endowment will be paid back. Kevin suggested waiting until after the conference to figure this out. Discussion centered on whether it was a loan or monies the association would have gotten anyway. President Burgin suggested the Endowment Committee look at the issues and bring recommendations to the Board. A clear understanding of the endowment is needed. The budget was unanimously accepted.

Financial Vitality Committee

The committee has not met. Vital signs are good.

Intellectual Freedom Committee

There will be a workshop on April 21 at Cameron Village; the publicity is forthcoming. The committee will meet soon because there have been some intellectual freedom issues around the state.

Leadership Institute Committee

The report is not on the Web. Lisa Williams reported that the leadership institute committee will be working with the 2007 conference planning committee in organizing a social for past members of the leadership institute. The social will bring together past members of the institute and offer the opportunity for interested NCLA members to meet and discuss the outcomes and opinions of the institute. This will offer great publicity for the leadership institute. The committee has also been working with the leadership institute committee from Georgia on how they are organizing their program to get ideas and offer suggestions for both leadership programs.

Membership Committee

The report is on the Web. The display went to the LAM workshop, YSS retreat & College and University workshop in Mocksville. Please make suggestions to Caroline if you know other conferences, etc. where it can be displayed. The committee is requesting \$800 to create 3 displays

Membership awards at Conference: distinguished service award; life membership award which goes to a retired librarian and honorary membership award which will go to a lay citizen. A nomination form will be forwarded to the listserv. The list of award winners will be updated and put on the web.

Membership survey: Burnette Bell has run with it. The survey will roll out February 1 and be active on Survey Monkey for 2 months. Please post throughout your library. Prizes are being offered for everyone who completes survey in Feb; the committee is requesting 2 free memberships—one to a current member and one for new member—and four section and roundtable memberships (all about \$100). The request was approved unanimously.

The Community & Junior College Libraries section is offering a free conference registration to one of its members and the Public

Library Section also will offer a free conference registration. Thanks to both sections. Thanks also to PLS for paying for Survey Monkey. The committee is requesting \$40 to pay for 3 more months of the Survey Monkey service to make sure that there is enough time to collect data because once it expires, the information is deleted. The request approved unanimously.

The committee is requesting \$1300 to replace current Membership card system; this was already voted on as part of budget.

The committee is requesting \$850 to cover the cost of 500 mugs to be used as membership incentives. The mugs will not be sold. After discussion, the request for mugs was withdrawn; things from the conference store will be used instead.

Nominating Committee

Pauletta Bracy reported there is a discrepancy because ALA limits terms to 3 years and NCLA elects for 4-year terms. Diane is filling an interim term until the conference. The question was raised of whether Diane can succeed herself and it seems nothing prohibits this. An announcement will be posted and the slate is forthcoming. The Committee is responsible for tallying the vote and reporting to Kim. Bracy asked member of their desire to serve. Any committees with by-laws should send a copy to Bobby Wynn.

Operations Committee

The report is on the Web.

Public Policy Committee

May 1 & 2 in Washington, D.C., is Legislative Day.

Publications and Marketing Committee

The committee is working on the conference.

NC Libraries – The report is on the Web.

ALA Councilor

Kevin Cherry brought the following issues to the associations attention:

(a) Fiscal 07 budget; (b) EPA libraries being closed; (c) Network neutrality which the FCC controls; (d) DOPA which is aimed at social networking websites and could kill off library programs on these sites. Congress voted but the Senate never took up the issue; (e) E-government services – many governments are putting their only access on the web – as government services are more on web, libraries needs to pick up the slack; (f) Perfect 10 (a porn company) is suing Google on its retrieval system; (g) Work to sustain e-rate which is under attack from all sides; (h) Support for immigrants rights because the library should serve anyone who comes to the desk.

Legislative Day will focus on reauthorization of LSTA. Two great programs are planned—Lawyers for Libraries and Law for Librarians. ALA-APA supports library workers rights including an increase in salaries, etc. and a non-binding minimum salary of \$40K for starting librarians; also supports a certification program including certification of support staff. Pauletta Bracy was recognized for service to ALA.

SELA Councilor

The report is on the web.

State Library

Available positions were discussed.

New Business

NC Legislative Day is April 26th. The Paraprofessional Association newsletter is available.

The next meeting of the Board will be held April 20 in Wilmington. The Greenville Board meeting will be the last business meeting because the meeting at the biennial conference will be a non-business meeting.

The meeting adjourned at 2:30 pm.