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# NORTH CAROLINA LIBRARY ASSOCIATION

## MINUTES OF THE EXECUTIVE BOARD

February 11, 2005  
Kathleen Clay Edwards Family Branch  
1420 Price Park Drive  
Greensboro, NC

**ATTENDING:** Jenny Barrett, Pauletta Bracy, Robert Burgin, Keith Burkhead, Bao Chu Chang, Bryna Coonin, Evelyn Council, Dale Cousins, Steve Cramer, Gale Greenlee, Paula Hinton, Gerald Holmes, Ross Holt, Jennie Hunt, Connie Keller, Diane Kester, Carol Laing, Irene Laube, Priscilla Lewis, Rodney Lippard, Euthena Newman, Tommy Nixon, Mary Sizeman, John Via, Teresa Wehrli, Suzanne White, Catherine Wilkinson, Sue Williams, and Bobby Wynn.

### Call To Order and Welcome

Susan Vermillion, branch librarian welcomed us. She related the history of the branch and encouraged us to take tour of the grounds and enjoy the walking trail.

### Adoption of the Agenda

The agenda was modified by moving the Membership report into President's report. The modified agenda was adopted by voice vote. The agenda and minutes are located at the following URL: <http://www.nclaonline.org/ExBd/meetings/index.html>

### Announcements

None

### Minutes of Previous Meeting:

The minutes of the previous meeting were amended to add Bobby Wynn to the list of attendees. Gerald Holmes moved and Robert Burgin seconded. The minutes were then approved by voice vote.

### President's Report

•Infrastructure integrity—Constitution, Codes and Handbook Committee, Bobby Wynn

Bobby Wynn reported that progress has been made in updating the constitution and bylaws. A draft is online at the NCLA website for your review. Please send any changes or suggestions to Bobby Wynn by e-mail. All the changes are documented. President Bracy thanked Bobby and his committee for their work. The past year has been spent comparing the online bylaws with the printed ones. The minutes of the executive board were used to

substantiate the changes.

President Bracy would like the board to consider changing the 8 year commitment for leadership in NCLA to a shorter period of time; a move to an annual conference and our relationship with NCASL. These three issues will be a priority for the April meeting of the executive board.

•Strategic planning—Claudia Gollop  
No report.

•Organizational outreach—Brenda Stephens  
Brenda reported that in December Eddie Davis, President of the NC Association of Educators had contacted her about NCLA's participation in the Magnolia project. The project would plant magnolias at all public schools. The association would like NCLA to partner with them and to place in the public libraries a document listing all the trees planted. In return, NCLA will be identified as a partner along with Lowes Home Improvement. NC Association of Educators will do all the work. We will receive and archive the information. How to document the project will be decided at a later date. After discussion, the NCLA executive board endorsed the spirit of the project but would like clarification of what we are to do. Brenda will get more clarification about what the NC Association of Educators wants us to do. She will report at the next executive board meeting.

John Via suggested as an outreach that we approach museums and see if we could partner with them.

Brenda suggests that the Morehead Planetarium and the children's

services sections could work together on programs. The Morehead Planetarium would like to partner with the public libraries. This could work into programming for the next conference.

Brenda updated the license plate project. We are ready to move forward but we haven't decided on a logo or slogan to put on the license plate. Before the license plates will be issued, 300 people will have to sign up. NCLA has to designate the program that the income generated from the sale of the license plates will be used to support. The decision was made to continue pursuing this project. Susanne White will develop a strategy for further developing the program. Ross Holt made the motion, Pricilla Lewis seconded the motion. The motion to further pursue a license plate was passed by voice vote. President Bracy encouraged the executive board to bring ideas for partnership opportunities to the April meeting.

•Centennial Conference—John Via

The final report is not quite ready, but there were 1001 paid registrations from NCLA and 118 paid registrations from SELA. The total expenses of \$143,553.53 does not include what we got for free. The total income was \$147,000. There are still outstanding bills. The final report deadline is the April meeting of the executive board. The association picked up about 80 new members as a result of the conference.

The Technology & Trends round table asked the executive board to clarify the NCLA's position on compensating NCLA members who make presentations at the conference. Future practice will be that the conference planning committee will decide on compensation of NCLA members and the policy will be published.

•Pay Equity—President Bracy reported for Beverley Gass. The Pay Equity committee will meet March 4, 2005.

•Membership Committee—Terry Wehrli

The membership committee recommends raising dues for NCLA membership. At the April meeting the committee would like to make a motion and vote on the changes in dues. NCLA has not increased our dues in ten years. The association should consider raising dues every five years as a matter of policy. The committee presented two proposals. Any proposal will have to go to all members for a vote. The proposed increase in dues will need to be marketed to the membership before the vote. The committee also proposes two additional types of memberships and a change in institutional membership. Definitions of members and categories are also being considered for revision.

Any of these proposed changes will have to be voted on by the membership and will entail changes in the bylaws. A formal motion will be brought to April meeting. Ballots will go out in May. We should present one proposal to the membership with a "yes" or "no" vote.

•President Bracy entreated us to carefully consider moving to an annual conference. The board needs information from vendors, our institutions, and the membership in order to determine the feasibility of an annual conference. The bylaws require a vote of the membership. After conference report in April we will have additional information to use in making a decision.

•Treasurer's report—Diane Kester

The complete treasurer's report for 2004 is on the NCLA website at <<http://www.nclaonline.org/finance/2005/>>. The association had a total income of \$78,046.51 and total expenses of \$88,108.40, leaving a deficit of \$10,061.89. The deficit may change when all the conference expense and income has been posted.

•Finance Committee report—Catherine Wilkinson

The complete treasurer's report for 2004 is on the NCLA website at <<http://www.nclaonline.org/finance/2005/>>. The executive board needs to take a hard look at taking money out of reserves to pay operating expenses. Catherine reports that publication costs are creeping up again. Page layout for North Carolina Libraries is \$40-50 per page. The executive board needs to rethink our position on having a journal. Could someone in the association do the page layout? There is skill and time needed for preparing the layout of the journal. The Finance Committee highly recommends a balanced budget. The finance committee has a willingness to continue using reserves. There is \$15,000 already committed for lobbying. LSTA funds are same as last year. The bylaws require that we keep no less than 10 percent of the operating budget in reserve. As of now, there will be no project grants for 2005 conference.

Ross Holt proposed an Option E for the 2005 budget in addition to the A-D options proposed by the Finance Committee. His proposal is based on net new members and how much we are willing to pull from reserves. His plan requires a commitment to an aggressive membership campaign. Motivation was to try to come to terms with limited sources of revenue.

The consensus of the executive board is that we need to base our budget on reality. The current reserves can carry us for only a couple of years. We also need to know why people join or do not join NCLA. Special programs must be self supporting and other

streams of revenue must be pursued.

A decision on the budget will be made at the April meeting of the executive board.

- North Carolina Libraries

Al Jones has resigned as editor of North Carolina Libraries. This vacancy needs to be filled soon. Several questions were raised and will be discussed further at the April meeting of the executive Board.

How are we going to publish and in what format and frequency?  
Should we even continue to publish NC Libraries?

Should there be advertising on our webpage?

How many people access the website where North Carolina Libraries resides?

- Policy on future conference registration and releasing of the attendee lists

The vendors want a list of conference registrants. The association currently does not have a policy on releasing the addresses of conference attendees. The executive board agreed on the following policy issues:

- 1) There will be a check box on both membership form and conference registration form to indicate release or non-release of contact information.
- 2) Two lists will be sent out free to corporate vendors who register as exhibitors for conference and request a list. These two lists will be of the attendees before and after the conference.
- 3) There will be a charge for non-registered vendors or for lists in excess of two at discretion of the executive board.

The executive board voted on the above three policy issues. The proposal passed by voice vote.

The executive board voted by raised hands on releasing the list of conference attendees for 2004. Nine (9) members of the executive voted yes and twelve (12) voted no to the release a list of attendees of the 2004 conference. These changes will be in effect during the 2005 conference period. Future conference committees may request different policies to govern future conferences.

- The ALA sponsored event Many Voices, One Nation, One Night@your library will be Monday, April 11, 2005. The winner in the picture book category of the North Carolina Children's Book Award is *Take Me Out of the Bathtub and Other Silly Dilly Songs* by Alan Katz and illustrated by David Catrow. The winner

in the junior book category is *Secrets of Ms Snickle's Class* by Laurie M. Hornik and illustrated by Debbie Tilley.

## Old Business

There was no old business.

## Section/Round Table Reports

Section and round table reports are posted at <http://www.nclaonline.org/>

### Business Librarianship in North Carolina

Susan Neilson reported that this first conference had four programs with at least 35 at each program. One program had over 50 in attendance. All the programs were well received. BLINC is sponsoring programs for the next conference. The next meeting will be in two weeks to prepare for section's first elections.

### Children's Services Section

Carol Laing reported that the section had a good conference. The section requests that the board try not to have competing programs at future conferences.

### College and University Libraries

Rodney Lippard reported a successful conference experience. The section is already planning for the 2005 conference.

### Community and Junior College Libraries

Peggy Quinn reported for Keith Burkhead. The full report is posted on the NCLA website. The section is planning two programs for 2005. The section is also willing to co-sponsor programming. The next meeting will be April 1st at Wake Tech.

### Government Resources Section (Documents)

Beth Rowe thanked the executive board for approving the name change. The section had a good conference.

### Ethnic Minority Concerns

Gerald Holmes reported a successful conference and that the section is already getting ready for the next conference. REMCo is exploring ways to participate in the first Joint conference of Librarians of Color in Dallas, Texas in October 2006. The executive board will be hearing more about this conference.

### Library Administration and Management

Mary Ellen Chijioke indicated that the report is posted on the NCLA website. The section is seeking candidates for officers.

## **Literacy**

Gale Greenlee reported a successful conference. A complete report is posted on the NCLA website.

## **NC Association of School Librarians**

No report.

## **NC Library Paraprofessional Association**

Susan Wolf reported for Annis Barbee. The complete report is posted on the NCLA website. Please fill out the Paraprofessional Association's Mutual Respect Task Force survey by April 28.

## **NC Public Library Trustee Association**

No report.

## **New Members**

Jennie Hunt reported a successful new members reception and programs at the conference. On March 18th there will be the Big Adventure tour of Charlotte area libraries. Plans for the next conference are underway. Plans are being made to funnel sign-ups at the NMRT programs to the sections of NCLA so the new members can be targeted for participation in the sections.

## **Public Library**

Priscilla Lewis reported the section has a great conference and planning has begun for this year's conference. The section will meet in two weeks.

## **Reference and Adult Services**

Paula Hinton reported for Lisa Sheffield. The minutes of the January 31, 2005, meeting are located at <<http://www.nclaonline.org/rass/rassmins105.html>> on the NCLA website. The section is planning for the next conference.

## **Resources and Technical Services**

Euthena Newman reported three successful programs with standing room only at the conference. The section met in December and discussed programming for the next conference in September 2005.

## **Special Collections**

No report.

## **Status of Women in Librarianship**

No report.

## **Technology and Trends**

Lynne Lysiak reported that the roundtable had three successful programs at the conference and planning is well underway for the next conference.

## **Committee Reports**

Committee reports are posted at <<http://www.nclaonline.org/>>

## **Archives**

Jean Rick thanked everyone for the reports. The archives has the video shown at the final event. The video of the President's luncheon is on the NCLA website: <<http://www.nclaonline.org/conference/2004/PresidentLuncheon/>>

## **Conference 2004**

John Via proposes that the Centennial Conference commemorative booklet be available to purchase for \$12.00 including shipping. See President's report for additional information.

## **Conference 2005**

Conference information and reports are posted at <<http://www.nclaonline.org/conference/index.html>>

Robert Burgin reported that the registration rates will remain the same.

Registration rates will remain the same. Dale Cousins reports that Herman Boone, author of Remember the Titans, will be the opening session speaker. It would be nice to show movie made from the book during conference. The Olgive lecturer has been chosen. The President's Dinner will be a fund raiser. Ron Jones, the storyteller, will be final session speaker. There are copies of the registration forms on NCLA website. The preconferences being planned are also listed on the website.

The two hotels in Greenville are requesting deposits to confirm the 2007 and 2009 conference dates.

ACTION: Voice vote passed to allow funding for deposits for the 2007 and 2009 conferences.

The conference planning committee also requested an on-line merchant account be set up so we could have on-line registration.

ACTION: Approval for an on-line merchant account for registration and the conference store was passed by show of hands.

## **Commission on the Future of Libraries and the Book**

No report.

## **Constitution, Codes and Handbook**

See Presidents Report.

## **Continuing Education**

Sherwin Rice reports that non-technology resources training is needed and the committee is developing a survey of needs.

## **Endowment**

No report.

## **Finance**

See Presidents Report.

## **Intellectual Freedom**

No report.

## **Leadership Institute**

Robert James reported on the up-coming Leadership Institute. The institutes are well attended. While the maximum number of attendees is 30, if space is available, preference is given to SELA members. The Leadership Institute is an opportunity for multi-state interaction. President Bracy requested that follow-up profiles of Leadership Institute graduates be developed that we can use for marketing. A listing of the Leadership Institute alumni is located on the Leadership Institute webpage. Registration for the 2005 Leadership Institute begins on March 1, 2005. The Leadership Institute should be priced so as to not lose money on the venture.

## **Membership**

See Presidents Report.

## **Nominating**

No report.

## **Operations**

No report.

## **Public Policy**

No report.

## **Publications and Marketing**

Suzanne White asked if there was any interest in publishing Tarheel Libraries in electronic format in addition to print or should it be a totally electronic publication? It has become more expensive than initially budgeted. The State Library provides editorial assistance.

## **Scholarships**

Sue Williams indicated that the section's report is on the NCLA website.

## **NCLA Website**

Bao Chu Chang reported that she will post reports as she receives them.

## **Organizational Outreach**

See President's Report.

## **Strategic Development**

See President's Report.

## **Other Reports**

### **North Carolina Libraries**

See President's Report.

### **ALA Councilor**

Vanessa Work Ramseur reported on the National Library Legislative Day scheduled for May 3 & 4, 2005 in Washington, DC. Should we send someone? NASA @ Your Library, a traveling space exhibit, will be at Charlotte Mecklenburg Public Library in March. Please come see the exhibit.

### **SELA Councilor**

Evelyn Council reported that it was a successful conference for SELA members. There was interest in participating in the Leadership Institute.

### **State Library**

No report.

### **Treasurer's Reports**

See President's Report.

### **New Business**

There was no new business discussed.

### **Adjournment**

Meeting adjourned at 3:15.

Minutes recorded by Connie Keller