

## North Carolina Library Association Executive Board Meeting

Friday, January 26, 2024

at 10:00am

Virtual meeting via ZOOM Online Conferencing Platform

### **Attending:**

**Lisa Barricella** (RTSS), **Dawn Behrend** (President), **Paul Birkhead** (Finance), **Kate Budries** (Women in Libraries), **Rodrigo Castro** (DEI), **Brittany Clinkscales** (Marketing), **Breanne Crumpton** (ACRL-NC; Regional Director-Western; DEI), **Mike Crumpton** (Development), **David Durant** (Government Resources), **Elizabeth Ellis** (LALS), **Kate Engelbrecht** (Treasurer), **Joel Ferdon** (Leadership Institute), **Rachel Fiery** (Marketing), **Rishara Finsel** (NCPLDA Liaison), **Dana Glauner** (Community College) **Carlos Grooms** (Ethnic & Minority Concerns), **Sam Harlow** (Web & Technologies Support), **Amy Harris Houk** (LAMS), **Emily Leachman** (RASS), **Denice Lewis** (STEM-LINC), **Nancy Lovas** (Business Librarianship in North Carolina), **Sandra Lovely** (Public Libraries), **Lara Luck** (Vice President/President Elect), **Anne Mavian** (Intellectual Freedom), **Megan Mead** (Administrative Assistant), **Michelle Osborne** (Literacy), **Morgan Pruitt** (LALS), **Lorrie Russell** (SELA; Constitution & Codes), **Mark Sanders** (Treasurer-Elect), **Kathy Shields** (Regional Director - Piedmont), **Kathelene Smith** (Special Collections), **Libby Stone** (Past-President), **Joseph Thomas** (NC Libraries), **Michelle Underhill** (State Librarian), **Amanda Weaver** (Youth Services), **La-Nita Williams** (NCLPA)

### **Call to Order**

This meeting was called to order by Dawn Behrend at 10:02 a.m.

### **Adoption of the Agenda**

Motion to adopt the Agenda by Lorrie Russell. Seconded by Joel Ferdon. Motion carries. Agenda was adopted (**See chat record for attendee votes**).

### **Approval of the Previous Meeting Minutes**

Motion to approve minutes of October 20, 2023 was made by Libby Stone. Seconded by Lorrie Russell. No additions or changes, minutes approved. (**See chat record for attendee votes**).

### **Introductions**

President Dawn Behrend asked that everyone introduce themselves, including their current role within NCLA and their history with NCLA.

### **President's Report - Dawn Behrend**

All appointments for committees have now been made and all have chairs. All sections have a complete board, or are very close to completion.

Highlights from the 2023 Conference - Final numbers still to come and will be shared once they are completed. Initial numbers include: 765 registrants, 39 exhibitors, 14 sponsors with a total commitment of \$20,250.00. The State Library provided 30 conference scholarships. NCLA Sections provided 25 scholarships for LIS students. Recordings of the conference events are available until April 20, 2024.

2027 Conference - Dawn is chairing a site selection committee to find a location.

The 2025 Conference will be at the Benton Convention Center in Winston-Salem, NC, October 13-17, 2025. Lara Luck is chairing the conference planning committee and is working on putting that committee together.

Dawn presented a Three-Fold Initiative as we move into the new biennium:

- Grow and Nurture Our Membership - through benefits of NCLA membership and support through challenging times

- Increasing Willingness of Membership to Step into Leadership Roles
- Focusing on Advocacy - monitor legislation that can impact libraries, championing intellectual freedom, securing sufficient funds for libraries from legislators.

## **Orientation of New Board Members - Dawn Behrend**

Dawn recommended that everyone review the NCLA Handbook ahead of the April meeting, specifically what everyone's individual role entails. She also told everyone to be prepared to give a verbal report at the next meeting. She also reminded everyone to submit their reports online ahead of the meeting in a timely manner. Dawn reminded everyone that, if they are having a speaker come to their section meeting, there is a speaker contract for them. If the speaker will be paid, that must go through the Treasurer. Everyone was reminded to monitor their emails and try to be as responsive as you can.

Sections - Remember to review your by-laws and make any updates that are needed. Also, make sure your web pages are updated.

Committees - If your committee does not have a web page, contact Sam Harlow to help set that up.

The next meeting in April will be a hybrid meeting and in-person attendance is encouraged. The dates and locations of the rest of this year's meetings are in the orientation documentation. Dawn thanked Anne Mavian for hosting the meeting in April at the South Regional Branch of the Charlotte Mecklenburg Library. The July 2024 meeting will be virtual. Dawn is looking for someone to host the October 2023 meeting, which will be hybrid.

### Membership Committee/Regional Directors - Kathy Shields

Regional Directors met recently to discuss goals for the year. There was a discussion of bringing back meet-ups, post-COVID. More information about potential meet-ups will be forthcoming.

### Finance Committee Report - Paul Birkhead

The committee is working on the proposed budget for 2024 in this first quarter. Financial documents for 2023 are mostly done, but are apt to change and they will be shared soon. Emails will be sent out soon asking for budget requests. The committee will consider these and use them in preparing the 2024 budget. By early to mid-March, the proposed budget will be presented and put to a vote. If approved, the new budget will be put into place.

Paul next gave a breakdown of the NCLA budget for anyone new to the Executive Committee, highlighting our revenue sources (membership revenue and conference profits) and primary expenses.

### Web & Technologies Report - Sam Harlow

Sam gave a brief tour of the backend of the NCLA website and broke down who has edit access to which portions of the website, as well as briefly showing how to edit the website. Sam also said she would provide links in the chat to more detailed text and video instructions. If anyone does not have access and needs it, they should contact Sam about it. Sam also expressed willingness to give one-on-one training for anyone that needs it. Sam also gave some brief instructions on how to create a newsletter. In the chat, Anne Mavian asked if it was possible to get web page view stats. Sam said there is a Google analytics running on the main page, but Sam said she could find something additionally on the backend. Sam also suggested that answering and responding to listserv questions and requests should be moved to a different committee and asked for recommendations of which committee should take it over. Lorrie said the President could appoint a standing committee for specific responsibilities, but Sam suggested that the listserv work would not require a new committee as it is not time-intensive. It was suggested that it be moved to Marketing.

### NCLA Governing Documents - Lorrie Russell

Lorrie shared her screen showing a list of the NCLA governing documents. Lorrie strongly encouraged everyone to read through the Handbook, especially the sections pertaining to your role in NCLA. Lorrie explained how the different governing documents can be changed and what is required for the changes to happen. The Executive Board Handbook can be changed by the Executive Board at any time. Constitution and Bylaws changes can only be made by a vote of the entire membership. Section bylaws can be changed by a section at any time. A section wishing to make a change needs to work with the Constitution & Codes Committee to make the desired revisions. Then, the revisions must come before the Executive Board as a motion to be voted on before it's officially changed. Lorrie emphasized that revisions should come to the Constitution & Codes Committee before it is submitted as a motion.

### State Library Update - Michelle Underhill

Michelle highlighted the upcoming Voices for Libraries advocacy event advocating for the importance of federal dollars that come to the libraries. Planning for the event is underway and promoting the uses of the grants and funds from the federal government. They will also be asking for library construction funds support because the IMLS funds cannot currently be used for that purpose. ALA and state library officials are collaborating on the event. Michelle emphasized that the event is not to try and impact legislation, but to advocate for federal dollars.

Carlos Grooms asked if anyone had concerns about the current political climate in North Carolina, specifically as to how it impacts library programming. He stated that he would connect with Dawn directly about some of his upcoming plans.

### Treasurer's Report - Kate Engelbrecht

Lara Luck spoke up as past Treasurer and said that she and Kate are still working on their transition. Kate shared her screen displaying the Fund Account 2023 spreadsheet, as well as putting a link in the chat to the same spreadsheet. She said they are still processing the fourth quarter and conference numbers, so it is not a finalized version. Once it is finalized, it will be sent out. Lara Luck explained that the endowment is always one quarter behind. Lara said most of the totals are pretty close to being accurate at this point. Kate let any new section chairs know that any money for their section comes from membership payments when members choose to join their section.

## **Old Business**

There was no old business.

## **New Business**

### Motion to Dissolve the Distance Learning Section

Dawn Behrend presented the motion to dissolve the Distance Learning Section and Libby Stone shared a link to the motion in the chat. Lorrie Russell suggested everyone take a moment to look over it. The motion was accepted and seconded by Libby Stone. The floor was then opened to discussion of the motion. Lara Luck asked about the membership dues that were paid for that section. Lorrie said all members who have paid for that section will be allowed to register for one free section to replace it. The funds from those members will follow them to their newly chosen section. Any leftover funds will go to the endowment. The motion was carried following a vote in the chat. **(See chat record for attendee votes.)**

### Motion to Stagger Elections for ALA Councilor and SELA Representative

Dawn Behrend presented the motion to stagger the elections of the NCLA ALA Councilor and SELA representative (current terms are 2021-2025) due to the difficulty in finding individuals willing to serve in these roles. Libby Stone accepted and seconded the motion. The floor was then opened to discussion of the motion. Lorrie Russell reiterated the difficulty in getting NCLA members to agree to stand for any elected position. As these are both four-year terms, the consensus is that it will be much easier to find someone willing if the terms are staggered and the election of each role is separated by two years. The question of whether the terms for both needed to be four years and Lorrie explained the

rationale for keeping them at that length. Upon being asked, Lorrie expressed the opinion that the election of the new SELA representative should be skipped to begin the staggered elections because of how important having a voice in ALA is. It was suggested by several people that, since Lorrie will be serving an additional role with SELA for an extra two years that she continue being the NCLA SELA representative through that time period, ending in 2027. At that time, a new SELA representative will be elected. The new ALA Councilor will be elected when Siobhan Loendorf's current term ends in 2025. The vote to approve the motion was called for by Dawn Behrend. The motion was carried unanimously. **(See chat record for attendee votes.)**

Upon the passing of the motion, Dawn indicated that, at the January 2025 meeting, she will appoint the SELA representative for the interim two-year period of 2025-2027. Dawn will also notify SELA of this change in our election process.

#### Appointment of a Committee to Explore Institutional Memberships

Dawn presented that she will be appointing a committee to explore institutional memberships. There is no concrete definition of them in the handbook and the committee will be tasked with further defining that. The committee will also be asked to consider membership rates because the current institutional rates are low. Constitution & Codes will work with this committee to achieve their goals. Dawn asked that anyone interested in serving on the committee email her.

#### Request for a Host for the October 2024 Executive Board Meeting

Dawn said that she is still looking for someone to host the October 2024 meeting of the Executive Board. She asked that anyone who is willing to host contact her.

With no other business, Dawn adjourned the meeting at 11:48 a.m.

**Next Meeting:** *Friday, April 26, 2024 at 10:00 AM, South County Regional Library, Charlotte, NC*

#### **Chat vote for adopting the agenda:**

00:17:36 Lorrie Russell: Approve  
00:17:39 Joseph Thomas:approve  
00:17:39 Lara Luck: yes  
00:17:40 Libby Stone, NCLA Past President: approve  
00:17:42 nwilliam: Yes  
00:17:43 Lisa Barricella (she/her): yes  
00:17:44 Sandra Lovely: yes  
00:17:44 Breanne Crumpton (she/hers): yes  
00:17:44 Michelle Osborne: yes  
00:17:45 Kathelene: yes  
00:17:46 Amanda Weaver-YSS: yes  
00:17:46 Carlos Grooms: 👍  
00:17:47 Denice Lewis: yes  
00:17:48 David D: Yes

#### **Chat vote to approve 10/20/23 minutes:**

00:18:24 Lorrie Russell: approve  
00:18:24 Joseph Thomas:approve  
00:18:24 Amanda Weaver-YSS: yes  
00:18:25 Kathelene: yes  
00:18:25 Libby Stone, NCLA Past President: yes

00:18:26 Michelle Osborne: yes  
00:18:26 Breanne Crumpton (she/hers): yes  
00:18:26 nwilliam: Yes  
00:18:26 Lara Luck: yes  
00:18:26 Sandra Lovely: Yes  
00:18:27 David D: Yes  
00:18:29 Nancy Lovas: yes  
00:18:32 Carlos Grooms: 👍  
00:18:37 Amy Harris Houk: yes  
00:18:38 Denice Lewis: yes

**Chat vote to dissolve the Distance Learning Section:**

01:48:02 Lorrie Russell: yes  
01:48:02 Dana Glauner-SPCC: yes  
01:48:03 Libby Stone, NCLA Past President: yes  
01:48:03 Amanda Weaver-YSS: yes  
01:48:03 Joseph Thomas: yes  
01:48:04 Kate Engelbrecht: yes  
01:48:04 Lara Luck: yes  
01:48:05 Denice Lewis: Yes  
01:48:06 nwilliam: yes  
01:48:09 Lisa Barricella (she/her): yes  
01:48:09 David D: Yes  
01:48:09 Kathy Shields (she/her): yes  
01:48:10 Michelle Osborne: yes  
01:48:10 Elizabeth Ellis: yes  
01:48:11 Breanne Crumpton (she/hers): yes  
01:48:12 Sandra Lovely: yes  
01:49:11 Mark: Yes

**Chat vote to stagger elections of the ALA Councilor and SELA representative:**

01:58:43 Kate Engelbrecht: yes  
01:58:44 Lara Luck: yes  
01:58:44 Libby Stone, NCLA Past President: yes  
01:58:44 nwilliam: yes  
01:58:44 Amanda Weaver-YSS: yes  
01:58:45 Michelle Osborne: yes  
01:58:45 Kathelene: yes  
01:58:48 Dana Glauner-SPCC: yes  
01:58:48 David D: Yes  
01:58:49 Sandra Lovely: yes  
01:58:49 Lisa Barricella (she/her): yes  
01:58:50 Breanne Crumpton (she/hers): yes  
01:58:52 Mark: Yes  
01:58:57 Elizabeth Ellis: yes  
01:59:01 Denice Lewis: Yes  
01:59:23 Carlos Grooms: 👍