**North Carolina Library Association Executive Board Meeting Minutes October 27, 2018**

**Davie County Public Library 371 N. Main Street Mocksville, NC 27028**

*Attending:*

*Lynda Kellam (ALA Council), Alisha Webb (College & Jr. College Libraries), Jennifer Hanft (Continuing Education), Dana Eure (Development,) Samantha Harlow (Distance Learning), Jewel Davis (Ethic & Minority Concerns), Kim Parrott (Executive Assistant), Paul Birkhead (Finance), Renee Bosman (Government Resources), LaJauan Pringle (Legislative & Advocacy), Rase McCray (Libraries Build Communities), Elizabeth Novicki (Library Administration & Management), Decca Slaughter (Literacy), Joel Ferdon (Marketing), Alan Bailey (NC School Media Association), LaNita Williams (NC Library Paraprofessionals), Amanda Glenn-Bradley (New Members), Michael Crumpton (President), Jason Rogers (Public Library Section), Mary Sizemore, Jeanne Hoover, Alan Unsworth, Catherine Tingelstad (Regional Director, Membership), Kate Silton (Resources & Technical Services), Denelle Eads (Secretary), Sara Carrier (Special Collections), Timothy Owens (State Librarian), Karen Grigg (STEM-LINC), Julie Raynor(Technology & Trends), Siobhan Loendorf (Treasurer), Lorrie Russell (Vice-President, President-Elect, 2019 Conference), Erin Holmes (Web and Technologies Support), Jenny Boneno (Women’s Issues in Libraries)*The meeting was called to order by President, Mike Crumpton, at 10:09am.
Motion to adopt the Agenda. Second and Motion carries
Motion to approve the Minutes of July 27 meeting. Second and Motion approved.

The Executive Board was welcomed by the Director of the Davie County Public Library, Jane McAllister.

**Treasure’s Report—Siobhan Loendorf**Year to date, budget looking good. The treasurer announced that NCLA received a bequest of $18,000. There was a motion to use the money on a new system for conference and membership. Approved and accepted.
Fund Balances-Balance of Sections & Roundtables. Endowment is going down.
Financial Report-All money in our various bank accounts ($324,2400) earmarked for Sections and Roundtables and other things. The treasurer says, “we are doing well.” Section reports were handed out by the treasurer.

**Finance Report—Paul Birkhead**The committee chair explained the function of the NCLA funds and the NC Community Foundation, which NCLA doesn’t have a say in the foundation. He mentioned that it is time for section and committee chairs to start thinking about their next year’s budget. He said there will be an email about budget request coming soon.

**President’s Report—Mike Crumpton**
President Mike said that the next Executive Board meeting overlaps with ALA. He suggests that we move our next meeting to February 1. Meredith College will be the host. He mentioned other meeting location options. The April meeting will be held at UNCG and the meeting will be a face-to-face and/or conference call.

Mike mentioned that the 2021 NCLA Conference plans are not working out to have the conference in Wilmington. The conference will be held in Winston Salem. He said, “we’re trying to spread things out a bit by moving a few of our events East. For the 2020 NCLA Leadership, we’re considering moving the location somewhere east. President Mike presented a motion for the NCLA 64th Biennial Conference to be held at the Twin City Quarter in Winston-Salem, NC October 18-22, 2021.” Motion passed.

Weather (Hurricanes) information was added to the NCLA Newsletter about library involvements with helping with the hurricane recovery. He said a few libraries served as repositories. Structurally, libraries faired in pretty good shape. Most of the damage from the hurricanes occurred in neighborhoods with people’s homes. Mike mentioned that he would like to have a symposium focusing on how to prepare for weather related activity like the hurricanes that we had this year. Mike asked for volunteers to help with the symposium. Members from the executive board volunteered.

Mike mentioned that there is a group who has been looking at software for the association’s registration and conference activity. He said that the group decided that Apricot would be the best option for us. He mentioned we would need a recommendation from the finance committee to move forward on purchasing this and the board would have to vote on it.

Mike mentioned that the Student Relations Committee has a membership of 43 people and of that number 33 are students. He shared that the committee will merge with the New Members Roundtable. There was discussion about this. Amanda Glen-Bradley, chair of the New Members Roundtable, added that the section is looking forward to this addition and that they have talked about this for a while now.

**Section Reports
Business Librarianship-**No Report

**College and University**No report

**Community College and Junior College—Alisha Webb**The section is still planning the Virtual Conference. The hurricanes slowed down any activities during this quarter**.** They are planning the Online Virtual Conference to be on February 8th, 2019. A call for proposals will go out soon.

**Distance Learning—Samantha Harlow**
The section will be helping with the Virtual Conference. They have a face-to-face meeting scheduled for November 15th. Share Out Lighting talks will go out to the listserv. The Distance Learning discussions are casual. Notes from the sessions are posted to the Distance Learning web page. The programs are free. Looking into spring, the section plans explore other opportunities to collaborate with other sections for online learning.

**Government Resources-Renee Bosman**The section hosted an event on October 17th on North Carolina government documents. They planned the Presidential Resources, panel of presenters and had to reschedule a webinar and the program.
 **Library Administration and Management-Elizabeth Novicki**The section is changing its name. They have been sending out surveys for feedback. They also sent out a new LAMS newsletter
 **Literacy-Decca Slaughter**
The section met for the first time in many years on August 22, 2018 at May Memorial Library in Burlington, NC. They appointed officers for this biennium and discussed the scope of the committee. They also looked over their by-laws and they are working towards having a session at the 2019 NCLA Conference. Their next meeting is scheduled for December 4, 2018 at North Regional Library In Durham, NC.

**New Members-Amanda Glenn-Bradley**The section is doing assessment. They are looking at their bylaws and looking at ways to serve their members. They are also exploring ways to reach out to LIS programs and they are working with other sections/committees. The section will have a poster at an upcoming Fabulous Fridays event.

**NC Library Paraprofessional Association-LaNita Williams**The section met at the Jackson County Public Library in Sylva on September, 28, 2018. They are hoping to have their first Paraprofessional Spotlight in November. Region Director 2, Diane Hampshire is planning to host a NCLive training soon in Durham. The section is also working on a survey for members of NCLPA concerning professional development.

**Public Library Section-Jason Rogers**The section hosted two Fabulous Friday events, in Winston-Salem and Asheville. The Asheville event had over 60 people in attendance. The Winston-Salem event had over 75 people in attendance. Assistant State Librarian, Timothy Owens, gave the keynote speech at both events. In his speech, he highlighted the important work that librarians staff do every day. Sessions for these events included Verbal Judo, Safety, Security, Collaboration with Social Media Coordinators and more.
**Reference and Adult Services-**
No Report

**Round Table for Ethnic Minority Concerns-Jewel Davis**
The Ask the Professional event scheduled for September 14 was cancelled due to the hurricane. REMCo is planning a similar event to take place in March, 2019. REMCo is currently creating a winter newsletter highlighting member news and activities.

**Resources and Technical Services-Kate Silton**The section submitted a motion to adopt changes to the RTSS by-laws as approved by the RTSS Board. Motion was approved**.

Special Collections—Sara Carrier**The section mentioned their activity over the past few months. They offered three webinars about digital collections, digitization, and preservation. Two of the webinars were led by David Gwynn from UNCG and the other was led by Erika Titkemyer and Jessica Venlet from UNC Chapel Hill. The response from the webinars was very positive and indicated that the library community would benefit from similar educational and professional development opportunities. The webinar series was done in part to support the work of the State Archives’ Traveling Archivist program. The section hopes to continue to work collaboratively with them as they gear up to send teams out for site visits this year. The section is also planning partnership with the SNCA Education Committee to co-sponsor events, workshops, and webinars. Collaborations have been discussed and approved by members of both organizations.
 **STEM—Karen Grigg**
The section is planning a Fall Workshop on November 19 at the Morehead Planetarium. They had a joint webinar with GRS “Providing Health Information Services STAT” on July 24, 2018. With the fall workshop, they will learn about the diversity of science programming at Morehead Planetarium, including programming for different types of libraries, and how to submit program proposals. The workshop will also include a tour of the Coker Arboretum and the UNC Herbarium.

**Technology & Trends Round Table-Julie Raynor**
The section hosted several events.
August 14- Getting Started with a 360 Degree Camera, by Ian Boucher. They launched their social media presence on Facebook(@nclatna) and Tweeter(@ncla\_tnt) on September 4. They participated in two presentations at the PLS Fabulous Fridays, Tools of the Trade: Technology Tools and Training You can access from YOUR Library by Jeffrey Hamilton from the State Library and You Can Believe It If It’s Online (And Other Lies We Tell Ourselves: Information Literacy, Social Media, and the Modern Internet.” On October 5 the section participated at the NCSLMA Conference in Winston-Salem, “Amazing Things start with …Wikipedia?!” They partnered with Aislynn Denny from Western Guilford Middle School.
For the NCLA 2019 Conference, the section plans to work with the New Members Round Table.

**Women’s Issues in Libraries-Jenny Barrett Boneno**The section had a meeting scheduled, but due to weather conditions, it was rescheduled for November 2. They are planning spring workshops on self-advocacy. At this time the section is also thinking ahead to what they will be doing for the NCLA 2019 Conference. In addition, the section is also discussing using possible authors or the editor of Our State Magazine for an event.

**Youth Services**No Report

**Committee and Liaison Reports**

**Archives-**No Report

**Conference 2019-Lorrie Russell**The committee chair announced that the committees for the conference have been selected. Kathy Shields is in charge of programs. Lorrie mentioned that they would like to know how many sessions everyone would like to have for the conference and that she would like this information before December 15. A board member asked “What is meant by sponsorship?” Lorrie explained that, sponsorship, in relation to the NCLA sections, means how many slots sections may want to have during the conference. An example would be, a section saying they want to have three slots, two slots, a number of poster sessions, etc. Lorrie mentioned that the lunches will be done differently this year. There will be one per day. There was discussion about conference themes. Lorrie distributed examples of themes in consideration. It was mentioned that the board would have an opportunity to vote on the theme for the conference. Lorrie and Mike mentioned that with the convention center, they are looking to change where things are typically located. For example, they are considering a pop-up coffee shop. A coffee truck will be brought in. They mentioned that coffee was a problem at the last conference. The convention center is allowing this. Lorrie mentioned that she attended SLAMA and that they gave away a free one-year membership to NCLA. The winner was from Durham County Schools. There was discussion about the conference software and also doing away with a printed program. Lorrie mentioned that the Conference Planning schedule is set.

**Constitution, Codes and Handbook**No Report **Development –Dana Eure**The committee chair reported that due to the inclement weather with the hurricanes, her meeting with President Mike was postponed.
 **Intellectual Freedom-**No Report

**Leadership Institute-**Mike spoke on behalf of the committee chair. He said that the committee has done a great job. There will be 24 participants and five mentors. The agenda of the program has been tweaked to bring in new faces of presenters. Each year the Institute seems to get a little better than the previous time. Mike thanked all who sponsored the Institute, which included several NCLA sections, and the State Library. Mike asked the board what they would like to know about the Institute. Members suggested sharing success stories and feedback from the participants. The Leadership Institute will be in Black Mountain, NC and will be held November 7-10. He added that the Institute is actually a year-long event. The mid-year meeting is on April 5. He said that there is a Project Management component and that each participant is asked to complete a project. Board members suggested that they have an opportunity to view the agenda of the Institute. Mike mentioned that, outside of the NCLA Conference, the NCLA Institute is the more significant thing we do as an association.

**Marketing-Joel Ferdon**
The committee chair welcomed the board to his library. He invited members to explore downtown Mocksville. He said the Marketing Committee has had quite a bit going on over the past three months. He announced that Rachael Sanders from UNCG, Shellie Taylor from the Iredell County Public Library, and Amelia Hill from the Polk County Library will all be joining the committee as Social Media Coordinators. All three have already started to positively reshape the face of NCLA social media platforms by raising engagement significantly and creating a more interactive dialogue among members. The chair stated that one of their Facebook posts recently went viral with 181,000 people reached, over 15,000 engaged. 14,000 clicks, and nearly 2,000 shares. The Social Media Coordinators will be working to revise the social media policy in the coming months for the Marketing Committee. The chair also mentioned that the Marketing Committee has been helping to support the layout and design efforts for both the Leadership Institute and also the 2019 Conference Planning Committee. He said the Marketing Committee will be responsible for publicity and marketing for the conference. Per the request of another Executive Board Member, the Marketing Committee will also be compiling a special
E-Newsletter to go out in January of 2019 that highlights the retirement of Library Directors from the past year. The chair added that they are lacking content for the next issue and asked board members had ideas for content, such as success stories, to contact him.

**Membership Regional Directors- Jeanne Hoover, Catherine Tingelstad, Mary Sizemore, Alan Unsworth**The Regional Directors have been communicating by phone. They received good feedback from new members who were feeling a little disconnected to the association. The directors suggested that NCLA could offer ways for new members to navigate at the conference. Perhaps a session for *First Time Attendees*. The directors mentioned that they work with the marketing committee to select the profiles for the newsletter. They mentioned that they send welcome emails out to new members and that they are very interested in reaching out to school librarians. They asked the board what could they do to appeal to school librarians, to get them interested in joining NCLA? Mike offered the possibility of having a joint membership. There was interest from the board and a number of board members volunteered to serve on a task force to look at membership collaboration. Alan Bailey was asked to take the lead on this initiative. Catherine Tingelstad added that joint membership would also help with community colleges. There was discussion of other groups to target for joint memberships with smaller groups which included Azalea, SNCA, and paraprofessional groups.

**Nominating Committee-**No Report
 **Operations-Dale Cousins** (did not attend)The chair’s report stated the following: Office Operations- Kim maintained the day to day operations of the association. She made routine bank deposits and entered financial transactions in Quickbooks. Kim provided reports to sections and committees upon request and she assisted REMCo, YSS, PLS, RTSS with planning upcoming events. She also processed refunds for canceled events. Kim worked with the VP and potential conference site to determine final decision for 2021. She also attended quarterly Executive Board meetings and sent Executive Board notices, membership charts and agenda for the board meetings. Kim also has weekly briefings with the President via phone on important NCLA matters that needs attention and statuses.

**Legislative and Advocacy- LaJuan Pringle**The co-chair of the committee reported the following: Because ALA Annual 2019 will be held in D.C, this year there will not be a NLLD. As a result, advocacy activities will look different this year.

·         There will be some advocacy events during conference

·         There is going to be a strategic fly-in at the start of the appropriations cycle
 (February 24-26th). Please note that the fly-in event will be invitation only,
 with smaller, more strategic and experienced advocates serving as delegates for
 this event.

·         The committee is building Congressional district advocacy groups and have
 formed four of 13 at this point - 1, 4, 6, and 8 at this point. The committee is
 looking for additional members if board members want to join. The goal would
 be to have the member of Congress visit a local library while discussing LSTA
 and IMLS.

The Student Ambassador program call will be launched 11/15 with entries due 1/31.

 **Librarians Build Communities-Rase McCray**The committee chair said that since July, the Librarians Build Communities committee has had three meetings, at which they planned both our 2018 and 2019 fundraising projects. Their 2018 project is already underway. It is a partnership with Samaritan Ministries to do a resource drive for their homeless population. They have marketed the fundraiser through the NCLA newsletter. Their goal is to purchase a significant number of items off of Samaritan Ministries’ Amazon wish list. The committee mentioned a proposal for the Forsyth Back Pack program. They are looking to raise money to provide things that would go into a student back pack. The committee chair asked the board if there were any suggestions for driving interests in the project? President Mike added that “we want people to set the model showing that we can make a difference.” The committee chair mentioned that they plan to reach out to Friends of Library groups.

**Scholarships-**No Report

**Website-Erin Holmes**The committee is looking at membership & website management systems. They are currently considering Wild Apricot. President Mike mentioned that they are checking to see how Quickbooks can be incorporated into it. The committee chair mentioned that the proposed time to launch the new system would be by July. It was also suggested that the new system be revealed at conference.

**Continuing Education-Jennifer Hanft**The committee chair stated that the Continuing Education Survey closed on October 19 and that the results will be made public. She mentioned that the Computers in Libraries scholarships deadline closes on October 26. The chair announced the next Present Like a Pro would be on March 13, 2019 at Cameron Village Library in Raleigh. The committee is working on a survey to determine what sessions attendees would like to see included in the program.

**Student Relations-**
President Mike shared information about the Student Relations committee in his report.

**NC School Library Media Association-Alan Bailey**The committee representative shared that the School Media conference was a big success. He mentioned that there was discussion on having their conference on even years. There were 500 attendees this year. He feels this is the perfect time for the two associations to discuss collaborative efforts. (This discussion is also noted in the Membership Director’s Report).

  **State Library-Timothy Owens**The representative for the State Library reported on the budget saying that the State Aid is level at 14.2 million, with non-recurring $500,000 not allocated for this year.$200,000 in non-recurring for NC KIDS. Federal: IMLS funding is level, $2 million increase for the agency (administration and research received additional funds).
The North Carolina Library for the Blind and Physically Handicapped (NCLBPH) will  Celebrate their 60th Anniversary with an Open House on November 8. Library patrons, staff, volunteers, Friends, and the general public are all invited to attend. There will be music, authors reading from their books, refreshments, and special tours of the library**.** RootsMOOC: Introduction to Beginning Genealogy and Family History Research, launched October 22. RootsMOOC is a free, online course coordinated by the Government & Heritage Library for anyone who has an interest in telling their family’s story. The State Library representative mentioned Data Day, which took place on October 24. Bob Coats, Governor’s Census Liaison, and Michele Hayslett, Numeric Data Services and Data Management Librarian at UNC Chapel Hill, presented on how to access useful, timely demographic data from the US Census Bureau and the North Carolina Data Center. The representative also reported on “Where the Sidewalk Ends,” a program featuring Trevor Thomas, a blind hiker who talked about experiences in hiking State and National parks.

 **ALA Council-Lynda Kellam**The ALA Council representative reported on the ALA Meeting Room Policy. An explanation of the policy is below:

In July 2018, the Intellectual Freedom Committee formed a working group that brought multiple voices and a broad range of perspectives together, including representatives from the diversity community, to revise "Meeting Rooms: An Interpretation of the *Library Bill of Rights*," which was adopted by the ALA Council at the ALA Annual Conference in New Orleans. In August, Council voted to rescind the interpretation and reinstate the 1991 version of the interpretation.

Following the vote, work on a revised document continued. In September 2018, the working group asked ALA membership and the library community to provide suggestions on language and resources to include in the revised draft. The working group took these comments and suggestions into consideration to create this latest draft of the policy. They worked closely with the IFC.

The Intellectual Freedom Committee voted preliminarily to bring the revised draft of “Meeting Rooms: An Interpretation of the Library Bill of Rights” to ALA Council for feedback, so that the document we bring forward for adoption at the ALA Midwinter Meeting represents a broad consensus of our members. We welcome your comments and suggestions.

**SELA-**No report

**Editor, *NC Libraries***No Report

Meeting adjourn-12:05