

NCCCLA Executive Board Meeting
February 7, 2019—2-3 pm
Minutes

Attending

Cheryl Ann Coyle, President
**Britney Shawley, Vice President
Jennifer Seagraves, Secretary
Maria Saldarriago Osorio, Treasurer
Sally Goodman, Immediate Past President
Katy Hoffler, Communications Officer
Angela Davis, Webmaster
Libby Stone, Procedures Officer/Advocacy
Chair
**Alicia Webb, Awards Chairperson

Retha Hall, Nominating Officer
Carmen Ellis, Membership Chairperson
Helen Colevins, Archivist
Katy Hoffler, District 1 Director
**Millie Sparks, District 2 Director
**Tim Hunter, District 3 Director
Shannon Paul, District 4 Director
**Grant LeFoe, District 5 Director
**Amber Jacks, District 6 Director

**Unable to attend

Call to Order

Cheryl Ann Coyle called the meeting to order at 2:04

Approval of Minutes

- [October 29, 2018](#)
- Retha put in a motion to approve and Sally seconded it.

Old Business

Ad Hoc Marketing Committee
After the Conference in March

New Business

2019 Board Appointments

If anyone wants to stop their appointment please let Cheryl Ann know that you would like to be switched off.

Board Updates

Amy Burns, District V retired, Grant LeFoe new Director, Amy is going to come to the conference.

Reports

Treasurer- Maria

Created a folder in our shared drive for treasury reports and will go and add a report each month.

SUMMARY OF ACCOUNTS Statement Date 10/01/2018					
Accounts	Beg. Balance	Debits	Credits	Ending Balance	
SECU Interest Checking	\$6,969.43	\$251.0 0	\$1,875.6 5	\$8,594.08	
SECU Money Market Shares	\$6,086.14	\$0.00	\$8.38	\$6,094.52	
SECU Money Market Shares	\$37,056.10	\$0.00	\$51.05	\$37,107.15	
SECU Shares	\$25.97	\$0.00	\$0.02	\$25.99	
BB&T Checking		\$0.00	\$1,935.1 0	\$51,821.74	

Maria is concerned that we don't have vendors for Thursday lunch and Thursday dinner. Don't currently have the money to cover it. Cheryl said the CPCC has not yet registered for the conference yet. More registration is expected. There are only 7 exhibitors so far and 4 sponsors and the conference will cost more than this. All exhibitors and sponsors are listed on our website.

Membership- Carmen

Reports that people have been checking in about their status of their membership as they register for the conference. Some individuals are paying for membership and for hotel registration separately. When Carmen goes out on leave Cheryl will be the contact for membership questions. Reminded us that she volunteered her time for the check-in table at the conference. Angela will help with check-in this year.

Communications- Katy

Encourages everyone to send information for the newsletter each month. Helen reports Erin Allen retired at Stanly Community College.

Conference Planning- Britney

- We have 7 vendors currently and two sponsorships still open: Thursday lunch and Thursday dinner. I have Emery-Pratt interested in sponsorship as well as Sirsi and am working on them more this week/weekend. ProQuest is also interested in exhibiting, and we are waiting

on an update from Gale to see if they will send a rep (they have already given sponsorship money regardless).

- Nora Bird is no longer coming but Mike Crumpton is coming in her place.
- I have a draft of the program going that is nearly complete; just waiting on the last few vendors/sponsorships/speaker bios; would love to have Gaston print for us again and hoping to be able to send it off the first week of March.
- We have around 40 registrants, most registered for the entire conference, which is great! Hoping to see an increase this month, as our hotel blocks close soon. I have email blasts drafted w/ a countdown to the close of registration, another will go out toward the end of the month.
- This year we also have a “dinner guest” registration form, as a lot of members indicated they have guests traveling with them and wanting to join them at Pack’s Tavern for the Thursday evening dinner. The cost is \$40.00 and payable on the web form, or a \$40.00 check at the conference will be accepted. If paying by check I need the guests name for the headcount and they must indicate food allergies on the web form.
- Looking for someone to call and reserve two rooms for our speaker at the Holiday Inn. One for her and one for her driver for just Wednesday night. I haven’t been able to get through to them that we are covering the cost of the rooms but still booking it under our room block.
- We have some great donated door prizes, I will be updating the donors with shipping information if they indicated that on their form. Also to go out at the end of this month.
- To the board: please encourage your districts to attend if they can. I know it’s an NCLA year, but we have some great speakers and discussion lined up. The full schedule can be viewed on the conference web page. Thanks to Helen, we even have President Hans joining us this year. Also, I will be sending a sign up for session moderators and volunteers here in the next few weeks. Please consider volunteering so we can get moderator spots filled.
- I will be out of the office Feb 14-Feb 19 to visit with family and will have limited email access. I will also be traveling with our Phi Theta Kappa officers to regionals in South Carolina, and will be away March 1-4, again with limited email access.
- We still need Thursday lunch and Thursday dinner sponsored. Sally is going to mention sponsorship to Carolina Furnishing.
- Let’s feel out at our next district meetings about registering for NCCCLA in the future. Are we going to get back to 100? Or stay at 60?

Priorities Committee - Sally

- 501(c) - tax exempt status - is it really worth it for us to pursue? Applied for EIN number. Libby will go through her notes regarding NCCCLA’s past attempts to look into this. Document this process for future
- NC Community Foundation - changes have come into effect. Sally has put a call into Beth Jenkins at the Foundation to get more information.

Webmaster-Angela

No update at this time.

Advocacy - Libby

Table until next meeting, waiting to see how we stand after the conference with funds. Maria had an idea that we might hold a raffle to raise money for the advocacy committee to use for May 20th Legislative Day.

Awards- Alisha -

Three people applied for Scottie Cox, none for the Mertys Bell or other awards. Extend the deadline for Conference Grant and reminder for Life Membership.

Nominating- Retha Received a total of 6 submissions from membership

- **Vice-President / President Elect:** 4 submissions received.
- **Secretary:** 2 submissions received

Monday, Feb 12: I'll send nominees the 'congrats' email w/ attached bio sketch to complete. From there about one week to submit. So I hope to send out the poll by Tuesday, Feb 19.

Archives-Helen

District 1- Katy - July 26th get together - 14 people attended, 3 from Halifax; Johnston hosted, Nora Burmeister was the speaker

District 2- Millie - no report

District 3-Tim - no report

District 4-Shannon - no report

District 5- Grant - no report

District 6- Amber - no report

Next Meeting:

Before the Conference

Adjournment

3:01 pm