

NCCCLA Board Meeting
Oct. 8, 2019, 1-2 pm
Minutes

Attending

Cheryl Ann Coyle, President	Alisha Webb, Awards Chairperson
Jennifer Seagraves, Vice President	Retha Hall, Nominating Officer
Samantha O'Connor, Secretary	Carmen Ellis, Membership Chairperson
Maria Saldarriago Osorio, Treasurer	Katy Hoffler, District 1 Director
Sally Goodman, Immediate Past President**	Leigh Russell, District 2 Director
Katy Hoffler, Communications Officer	Stephen Brooks, District 3 Director**
Angela Davis, Webmaster	Shannon Paul, District 4 Director**
Libby Stone, Procedures Officer/Advocacy Chair	Grant LeFoe, District 5 Director
	Dane Secor, District 6 Director

**Unable to attend

Call to Order

Cheryle Ann Coyle called the meeting to order at 1:02 PM.

Approval of Minutes

Minutes from the [September 10, 2019](#) meeting were submitted by LibbyStone. No changes were needed. **Jennifer Seagraves moved to approve. Leigh Russell seconded the motion. Motion passed.**

Old Business

Due to the departure of Helen Colevins, the role of Archives officer is now vacant. Cheryl requested volunteers to be appointed to the position. There will be a notice added to the newsletter.

Cheryl requested confirmation that the 1 PM time will work for the remaining meetings for the year. All present members confirmed that the time will work for them.

Reports

Advocacy & Procedures

Libby Stone announced that, since there is still no liaison for advocacy, she is unsure if this will be her final meeting as the advocacy chair.

Treasurer

Maria confirmed that the updates to the treasurer's report made to the August meeting minutes in the September meeting were accurate. The \$6000 transferred into the BB&T account came from the NCSECU checking account.

SUMMARY OF ACCOUNTS Statement Date 10/08/2019				
Accounts	Beg. Balance	Debits	Credits	Ending Balance
SECU Interest Checking	\$4,836.72	\$181.13	\$0.87	\$4,658.46
SECU Money Market Shares	\$6,165.37	\$0.00	\$6.90	\$6,172.37
SECU Money Market Shares	\$37,538.54	\$0.00	\$41.98	\$37,580.52
SECU Shares	\$26.12	\$0.00	\$0.01	\$26.13
BB&T Checking	\$8,006.33	\$0.00	\$0.00	\$8,006.33
Totals	\$56,573.08	\$181.13	\$49.76	\$56,443.81
Current Balances at 10/08/2019				
Checking=\$4419.16				
Money Market Big=\$37580.52				
Money Market Small=\$6172.27				
BB&T=\$8006.33				

Membership

Carmen Ellis asked about conducting a membership drive in the form of an email to a specified population. Cheryl suggested sending it to non-members on the list from the Systems Office as well as new staff. Cheryl asked about staff changes in the districts. Carmen will send an email to the library directors to forward to any new staff in their libraries.

Cheryl asked about corporate members. Will they all be listed on the website, or only if they are conference sponsors? Angela confirmed that previously all corporate members were listed. She requested an updated list of corporate members to include on the new website. Carmen will share that with Angela and Katy, who will rotate corporate members as sponsors of the newsletters.

Alicia Hartley will take over as membership chair next year. She and Carmen will meet prior to the conference for training and she will assume the appointment after the conference.

Communications

Katy Hoffer reported that 70 people opened the last email newsletter, which is 58%.

Conference Planning

Jennifer Seagraves reported that the planning committee has chosen a theme and is currently choosing a logo and working out logistics. There will be a pre-conference event including an after hours tour of the Ava Gardner Museum, with a dinner after.

Conference session proposals will be included in the newsletter and website.

We will need to find a new speaker.

Jennifer has had the budget reviewed, and will get a budget ready for approval by the board. **The budget was approved via email with 12 votes in favor, no opposed.**

Priorities Committee

Sally Goodman was not present. Nothing to report.

Webmaster

Angela Davis reported that the Awards page on the website is now up and running, under the About menu. She will add the corporate members when she gets the updated list. The site is still under construction, and she solicited feedback for any missing information.

Awards

Alisha Webb introduced an update to awards. Because of the new timeline on scholarships imposed by the Foundation, we will now be separating the “awards” from the “scholarships”. Both the Mertys Bell and Scottie Cox scholarships will open at the same time, with applications extended to May 1st. The scholarship winners will be selected in May and announced in the NCCCLA newsletter. We can solicit applications to the scholarships at the conference, which may help to increase the number of applicants. This new timeline has been outlined in the Awards and Scholarships documentation for the handbook, along with updated information about how and by whom the monetary awards and scholarships will be distributed, and guidelines for communicating with the foundation.

Alisha is still soliciting additional members for the committee.

The entire membership will vote on moving the money into the foundation account at the annual conference. There will be an announcement early in the conference, and information shared at the check-in table. This will give us time to get the money together prior to the deadline for reaching the \$40,000 minimum.

Alisha motioned to have the updates added to the handbook. Libby seconded the motion. Motion carried.

Nominating

Retha Hall had no news to report. Cheryl asked about the timeline for recruiting new officers. Cheryl suggested moving the announcement up to November since the conference is earlier than usual this year. Retha will put it out in mid-November. Katy will include it in the November newsletter.

Archives

Vacant

District 1

Katy Hoffler had nothing to report.

District 2

Leigh Russell had nothing to report.

District 3

Stephen Brooks was not present. Nothing to report.

District 4

Shannon Paul was not present. Nothing to report.

District 5

Grant LeFoe reported that District 5 had their Fall meeting on September 27th. Lauren Clossey from the State Library gave a presentation on grants and other State Library resources. He will share her Power Point slides with the other districts. The file will be included in the next newsletter. Cheryl was present at the meeting and will add photos to the Google drive for inclusion on the website.

District 6

Dane Secor had nothing to report.

Next Meeting: Nov. 12, 2019, 1-2pm

Adjournment

Cheryl adjourned the meeting at 1:50 PM.

Respectfully submitted by

Samantha O'Connor

Secretary