

**NCCCLA Board Meeting
October 27, 2021
Minutes**

Attending

Samantha O'Connor, President
Brittany Champion, Vice President
Ali Norvell, Secretary
Alicia Hartley, Treasurer
Jennifer Seagraves, Immediate Past President**
Katy Hoffler, Communications Officer
Angela Davis, Webmaster
Richard Garafolo, Advocacy Chair
Leslie Queen, Procedures Officer
Alisha Webb, Awards Chairperson
Elizabeth Baker, Equity Chairperson
Retha Hall, Nominating Officer
Alan Unsworth, Dogwood Digital Library Liaison

Jenny Thomas - Archives
Alicia Hartley, Membership Chairperson
Nathan Stancil, District 1 Director
Colleen Kehoe-Robinson, District 2 Director
Maria Luisa Saldarriaga-Osorio, District 3 Director
Shannon Paul, District 4 Director
Touger Vang, District 5 Director
Russell Taylor, District 6 Director
Joel Ferndon, guest
Staci Wilson, guest
Libby Stone, guest

**Unable to attend

Call to Order 3:01 p.m.

Approval of Minutes

 September 22, 2021 Board Meeting

Motion to approve: Touger

Second: Brittany

Approved.

New Business

- Brittany Champion announcement - Will not take over as president of NCCCLA for the upcoming year, due to external obligations. Next steps will be shared in the next few months

- Alisha Webb: awards announcement - Libby Stone has been nominated for, and awarded, the Lifetime Membership Award for NCCCLA!
- Discuss membership fee rates for next year - Last conference planning meeting it was discussed that membership fees have not increased in quite a while. If fees are increased, that will happen at the upcoming conference. Discussion: Maria believes it's about time. Member Planet charges fees and an increase would help offset that. Consensus thinks most will not mind the small (\$5) increase that is being mentioned (but not formally proposed). Current fees: \$25 for professionals, raising to \$30. Raising the corporate rate is also mentioned if we are raising the rates for others. Currently \$200. Rich proposes not going up on corporate rates until the next in-person conference. A 20% increase is mentioned. (\$240). Paraprofessional/student/retiree rates would go to \$15 from \$10. Non-library: \$40 from \$35.
 - Voting: Motion: Shannon. Second: Touger. Approved.
- Potential for redistricting - Districts have not changed in about 20 years, but FTE and population has changed in this time. Some districts are very spread out and it's hard to have in-person meetings due to the distance. Potential for having more districts? Looking into the history for criteria for why we have 6 districts. Congressional districts? Jenny and the Archive committee will look into this. Would like more information for how they were originally chosen, and what the procedure may dictate. This will bring up at the business meeting at the conference, but will continue coming up with questions and answers and formulate the proposal for the conference. If districts are divided geographically, it may be easier to come up with the districts, but more may be needed. District Directors will work on this as a subcommittee, and bring it back for more discussion, and then there will be something firm to present at the conference.
- Transfer of last year's conference videos to YouTube - The transcript from Zoom disappears when uploaded to YouTube. Samantha is requesting help for this project to make sure the videos are captioned. There may be a setting on Zoom that needs to be changed in order to not have this issue going forward.
- Communications Committee - Combining the Communication Chair and Webmaster into a Communications Committee. This was discussed at the last meeting. Katy and Angela can't do everything alone, and this would help share the load, and have more input from others. A committee would require more to be approved vs. a task force, which is designed to be temporary. This would be similar to the Awards Committee, so those by-laws can be used as a guide for creating the new committee.
- Elizabeth Baker: Final draft of [DEI Collection Development Toolkit](#) - Presented to the Board. Would like to send out and begin marketing this. The committee would also like it on the website. It's suggested that a Creative Commons license be put on this, and also added to the Open NCCC.

- Staci Wilson: CCLA professional development webinar series - CCLA would like to partner with NCCCLA on professional development. Staci has gotten feedback from directors on topics they'd like training on. There is a series of 6 webinars to start. This would be open to anyone who is a member of NCCCLA, or is a Library Director. Typical issues that all directors, and many times some of the other staff, deal with regularly. This is expanding on the Director's Institute. CCLA is asking for using the NCCCLA platform Zoom account to host, and with help marketing the webinars (posted in blog, shared to Facebook, etc). Would like to begin Spring 2022, towards the end of January to start, and finish in April. Motion to approve: Jenny Second: Brittany. Approved.
- Joel Ferdon, Staci Wilson, Richard Garafolo, Libby Stone: LSTA Project Grant update - Planning process is going well. This is a new consortium starting with a new ILS, and leaving CCLINC. A Demo of Evergreen happened earlier this week. Setting up a demo with another CC Library using Evergreen. Strategic Planner has brought up the issue of where this consortium will be housed. Dogwood Digital has worked well being housed under NCCCLA, and as the signer of the contract. Project partners are asking NCCCLA to consider being the partner and housing the new consortium; the new Steering Committee would be a sub-committee, with the chair being an ex-officio member. Still need to figure out Billing. Will be asking Mobius to set up the billing the same as Dogwood Digital, but do not have the answer to that yet. Application for the project grant will not happen until next year, so migration won't happen until July 2023. Not asking for a vote today, but asking for discussion and thoughts in the future.

Reports

Advocacy-Rich - Met in September with new members. Presidential Liaison is staying on for another year. Preparing a presentation for the President's Association for asking for an increase in the instructional allotment. Presenting recent studies to present data along with the talking points, plus videos of students sharing how the library helps them, etc. Suggested reaching out to new System Office CIO to present at the NCCCLA conference to try and repair the strained relationship between the system office and the libraries.

Procedures-Leslie - DEI Committee should send the by-laws along to Leslie so she can add them to the books.

Treasurer- Alicia -

Accounts	Beg. Balance	Debits	Credits	Ending Balance
SECU Interest Checking	\$12,447.91	\$184.23	\$0.00	\$12,320.27
SECU Money Market Shares	\$5,004.29	\$0.00	\$0.60	\$5,004.89
SECU Money Market Shares	\$23,648.01	\$0.00	\$2.82	\$23,650.83
SECU Shares	\$25.01	\$0.00	\$0.00	\$25.01
Truist Checking	\$4,995.56	\$0.00	\$0.00	\$4,995.56
Totals	\$46,120.78	\$184.23	\$3.42	\$45,996.56
Current Balances at 10/26/2021				
Checking=\$12,320.27				
Money Market Big=\$23,650.83				
Money Market Small=\$5,004.89				
Truist=\$4,995.56				
North Carolina Community Foundation / The Scottie W. Cox Memorial Scholarship of NCCCLA / Statement of Activity				
Period / Quarter	Beginning Fund Balance / Year to Date through	Ending Balance	Remainin g Available to distribute	
January 01, 2020 through March 31, 2020	\$25,464.36	\$21,125.62	\$1,240.00	
April 01, 2020 through June 30, 2020	\$21,125.62	\$39,624.94	\$1,240.00	
July 01, 2020 through September 30, 2020	\$25,464.36	\$39,811.70	\$240.00	
October 01, 2020 through December 31, 2020	\$39,811.70	\$44,432.06	\$1,360.00	
January 01, 2021 through March 31, 2021	\$44,432.06	\$45,780.73	\$1,360.00	
April 01, 2021 through June 30, 2021	\$45,780.73	\$48,341.62	\$1,360.00	

Membership-Alicia - Nothing to report.

Communications-Katy - Send posts to Katy to help liven up the newsletter, especially with images.

Conference Planning-Brittany - Published the save the date to the website, social media, etc. Conference will be spread throughout the week. March 17 will have the closing speaker. Conference webpage will have details in November, call for speakers, etc. Presentation from WHOVA will happen soon for presentation at the next meeting. This is conference software that was used at NCLA. Speaker incentives: allow participants to pay for an additional day of presentations and use that money to pay for speakers, as well as a free year membership for NCCCLA.

Webmaster-Angela - No report; send any info to her for the website.

Awards-Alisha - Lifetime Membership Award has also been given to Debbie Luck.

Nominating-Retha - Secretary and VP positions are open for nominations.

Archives-Jenny - No report

Dogwood Digital Library-Alan - No report

Equity - No report; will begin working on a second toolkit

District 1-Nathan - No report

District 2-Colleen - No report

District 3-Maria - No report

District 4-Shannon - Had in-person district meeting at Fayetteville Tech. Larry and staff gave a review of Fayetteville Tech resources and instruction/outreach. Group discussion about student engagement. Also brought up the idea of redistricting.

District 5 - Touger - Touger attended the Small/rural libraries conference in Reno with a scholarship.

District 6-Russell - No report

Next Meeting:

December 1st or 2nd at 2 or 3, would count for November and December meetings. Will send out Doodle poll to see what works best.

Adjournment 4:16 p.m.