

NCCCLA Board Meeting
Wednesday November 30th, 2022
10:00 a.m.

Shannon Paul, President	*Jenny Thomas, Archivist
Anthony Baltiero, Vice President	Elizabeth Baker, DEI Chair
*Samantha O'Connor, Past President	*Tim Hunter, NCLA/CJCLS Liaison
Lisa Shores, Secretary	*Alan Unsworth, Dogwood Digital Liaison
Alicia Hartley, Treasurer & Membership	Nathan Stancil, District 1
Maria Luisa Saldarriaga-Osorio, Comms Officer	Angela Davis, District 2
Angela Davis, Webmaster	Alisha Webb, District 3
Michelle Milliken, Procedures Officer	Kris Obele Bele, District 4
Vacant, Advocacy Chair	Garrison Libby, District 5
Alisha Webb, Awards Chair	Russell Taylor, District 6
Retha Hall, Nominations Officer	

* unable to attend

Call to Order

Called to order at 10:01 a.m.

Approval of Minutes

September 14, 2022

Motion: Alisha Webb

Second: Anthony Baltiero

Approved.

Old Business

- Conference changes proposal
The proposal to switch the NCCCLA Conference from an annual, in-person meeting in the spring to a biannual, in-person meeting in the fall beginning in 2024 was submitted and approved. The board will need to discuss all the ways these changes will affect the association, especially in regards to nominations. Shannon will try to put something together in December, but the discussion will most likely occur at the January meeting.

- CCLA Proposal

The proposal to allow CCCLA to come under NCCCLA was approved. Receipt of the full document is still pending, but as long as it is received before the conference in March, there should not be an issue.

New Business

- Conference updates

Anthony Baltiero shared the following updates regarding planning for the upcoming March 2023 conference.

- Date: March 8 – 10, 2023.
- Theme: Refresh, Reboot, Reconnect.
- Host Institution: CPCC
- Preconference, March 8, 2023
Details to follow. Retha clarified that CPCC is not providing catering for this event but is providing a list of local caterers from which the committee can choose.
- Lodging: Retha and Lisa have started contacting hotels to get pricing and secure blocks of rooms for the conference. So far, there are a few options that look promising in the \$139 - \$152 range.
- Event Insurance: The committee was able to secure the event insurance required by CPCC.
- Speakers: Anthony is working on securing speakers and hopes to have speakers for both Thursday and Friday at the conference. He tentatively has commitments from several folks, including the State Librarian, Michelle Underwood.
- Conference website and communication: Angela has a framework ready for the conference website, which will be updated as information becomes available.
- Registration and Call for Proposals: Anthony hopes to send out the initial call for registration and proposals next week.
- The committee would like to have a good idea of the headcount by early January.

- Budget Approval

- Before the conference budget was provided, Michelle verified that the executive board alone could vote to approve the conference budget, which would then be made known to the entire board through meeting minutes.
- Anthony shared highlights of the initial conference budget set by the planning committee noting that it had been three years since the conference had met in person and things would be significantly more expensive now, especially in light of the conference being held in Charlotte. The total budget is a little more than \$15,300.

- Shannon hopes to be able to secure at least a couple sponsorships to help offset the cost of the meals, which could bring this number down.
- Discussed the proposed registration fees, which includes the following options.

Registration Fees

Full Conference (includes 2 meals, coffee & snacks)	
Corporate/Vendor	\$250
Non-Members	\$170
Professionals	\$125
Paraprofessionals	\$100
Students	\$ 75
One Day Conference (coffee & snacks only)	
Non-Members	\$125
Professionals	\$ 90
Paraprofessionals	\$ 70
Students	\$ 50
Preconference-optional (includes dinner and entertainment)	\$ 30

- Proposal to accept the budget as proposed was presented noting that changes can be made in the future, if necessary.

Motion: Alisha Webb

Second: Michelle Milliken

Approved.

- Alisha Webb proposed to offer conference grants, and Maria proposed increasing the amount from \$200 to **up to \$400** for one professional and one paraprofessional. Recipients are required to turn in receipts following the conference.

Motion: Anthony Baltiero

Second: Retha Hall

Approved.

Reports:

Treasurer – Alicia Hartley

Financial statements were shared, and Alicia indicated that the payment for the conference insurance is scheduled to come out of the account tomorrow.

Membership – Alicia Hartley

No new members.

Communications - Maria Luisa Saldarriaga-Osorio

Maria asked if the board was in favor of switching from a monthly to a bi-monthly newsletter. Everyone agreed. Maria reminded everyone to share news from their libraries with her for the newsletter

Webmaster - Angela Davis

Currently working on the conference website and will update as information becomes available. Angela asked everyone to send her information from their districts when they have updates so she can add it to the district pages on the website.

Awards - Alisha Webb

Reported that the Awards subcommittee is getting ready to put out the call for award nominations. She has contacted the North Carolina Foundation to get the process started for the Scottie Cox award. Alisha reminded everyone to let her know if they have any lifetime membership nominees.

Nominations - Retha Hall

Retha reiterated that discussions will need to happen regarding how the change from the annual to biannual conference will impact nominations. Thoughts are that the current officers will remain an additional year and make the change for the 2024 conference. Alicia stated that she would be willing to remain as treasurer for another three years.

DEI - Elizabeth Baker

No report.

Archives - Jenny Thomas

Not present-no report.

District 1 – Nathan Stancil

No report.

District 2 - Angela Davis

No report.

District 3 - Alisha Webb

No report.

District 4 - Kris Obele Bele

No report.

District 5 - Garrison Libby

No report.

District 6 - Russell Taylor

Not present-no report.

Next Meeting

Shannon hopes the committee will be able to take care of any business through emails and there won't be a need for a December meeting. She will try to plan for a meeting the second week of January unless something comes up that requires a meeting in December.

Adjournment

Meeting adjourned at 10:38 a.m.