

NCCCLA Board Meeting
May 25, 2023
10:00 a.m.

Shannon Paul, President	*Robert James, DEI Chair
Elizabeth Baker, Vice President	*Carole A. Hankinson, LAC Chair
Lisa Shores, Secretary	*Alan Unsworth, Dogwood Digital Liaison
Alicia Hartley, Treasurer & Membership	Tim Hunter, NCLA.CJCLS Liaison
Maria Luisa Saldarriaga-Osorio, Comms Officer	Nathan Stancil, District 1
Angela Davis, Webmaster	Leigh Russell, District 2
Michelle Milliken, Procedures Officer	*Christy Earp, District 3
Vacant, Advocacy Chair	Kris Obele Bele, District 4
*Alisha Webb, Awards Chair	*Angela Whitehurst, District 5
Retha Hall, Nominations Officer	Tina Adams, District 6
Jenny Thomas, Archivist	

* unable to attend

Call to Order

Meeting called to order at 10:01 a.m.

Approval of Minutes

Motion: Retha Hall

Second: Michelle Milliken

Approved.

Old Business

- Review of bylaws, related to conference changes and voting updates
 - <https://ncccla.org/documents/handbook/>
 - Shannon reported that she and Procedures Officer Michelle Milliken met before today's meeting to discuss the specific requirements for changing the bylaws, specifically what changes require votes by the board as well as which ones require a vote of the membership.

- Standing committees were tasked at the previous meeting with submitting any changes to their committee bylaws to the board. These changes only need to be submitted to the board and do not require a membership vote. Shannon asked committee chairs to submit a clean, updated copy of their committee bylaws to her so she can update them on the NCCCLA Google Drive, as well as submit a copy to Angela Davis who will update the website.
- **Create a Standing Conference Planning Committee**
 - Following a brief discussion, a motion was made to create a standing committee for conference planning. As with all standing committees, the chair will be appointed by the president.
- **Motion: Maria Luisa Saldarriaga Osorio**
Second: Jenny Thomas
Approved.
- **Changing Vice President's Job Description**
 - Shannon reiterated that the reason it is hard to recruit for this position is due to the responsibility of chairing the conference planning committee. The board discussed the following as possible solutions to this issue.
 - Merge with the CJCLS Section of NCLA. This would require a two-thirds vote of the membership.
 - Merge the Director's Institute with the NCCCLA Conference. It was suggested that the New Director's Institute continue to be held annually with the Director's Institute becoming a preconference or track of the NCCCLA biennial conference.
 - It is hoped that moving to the biennial conference may make recruitment easier.
 - Board is also increasing their recruitment efforts with a planned outreach campaign to all community college staff.
- Following discussion, a motion was made to change the job description of the Vice President and the President to reflect that they will both be members of the conference planning committee, but neither will be required to chair the committee.
- **Motion: Angela Davis**
Second: Jenny Thomas
Approved.
- Any changes to the Vice President's job description in the bylaws require a membership vote with two-thirds of membership approving. Shannon will provide Angela with wording to solicit a vote on this proposal to be included in the summer newsletter going out in the next few weeks.

- **Timing of the election**

- Moving the time of year that the association holds elections does not require a membership vote.
- Following the vote on the changes to the job descriptions of the President and Vice President, the board will decide how best to move forward with elections. Retha will write a nominating post seeking people to run for Vice President. We discussed at the April meeting as to whether or not officers are willing to continue in their positions until the fall 2024 conference, and most gave verbal agreement. Shannon suggested that everyone think about whether or not we should open up nominations for Secretary when we open the nomination process for the VP. This would not need to be presented to the membership for a vote.

Reports:

Treasurer/Membership– Alicia Hartley

SUMMARY OF ACCOUNTS Statement Date 4/21/2023				
Accounts	Beg. Balance	Debits	Credits	Ending Balance
SECU Interest Checking	\$10,278.97	\$1,664.42	\$0.39	\$8,614.94
SECU Money Market Shares	\$5,031.57	\$0.00	\$4.28	\$5,035.85
SECU Money Market Shares	\$23,776.86	\$0.00	\$20.20	\$23,797.06
SECU Shares	\$25.04	\$0.00	\$20.20	\$25.04
Truist Checking	\$4,995.56	\$0.00	\$0.00	\$4,995.56
Totals	\$44,108.00	\$1,664.42	\$45.07	\$42,468.45
Current Balances at 4/24/2023				
Checking=\$8,614.94				
Money Market Big=\$23,7797.06				
Money Market Small=\$5,035.85				
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	Remaining 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	
July 01, 2021 through September 30, 2021	\$48,341.62	\$46,655.20	\$360.00	
October 01, 2021 through December 31, 2021	\$46,655.20	\$48,756.61	\$1,700.00	
January 01, 2022 through March 31, 2022	\$48,756.61	\$45,222.20	\$1,700.00	
April 01, 2022 through June 30, 2022	\$45,222.20	\$40,376.97	\$1,700.00	
July 01, 2022 through September 30, 2022	\$40,376.97	\$37,550.56	\$700.00	
October 01, 2022 through December 31, 2022	\$37,550.56	\$39,553.76	\$2,010.00	

Communications - Maria Luisa Saldarriaga-Osorio

Nothing to report.

Webmaster - Angela Davis

Nothing to report.

Awards - Alisha Webb

BJ Thompson from Central Carolina CC has been awarded the Scottie W. Cox Scholarship

Nominations - Retha Hall

Metrolina Library Association (MLA) Conference is June 15 at CPCC.

DEI - Robert James

Not present. Need to add DEI committee to the website.

CJCLS – Tim Hunter

CJCLS will have their business meeting at NCLA in October. Over the summer, they will be soliciting nominations for the executive board to take office after the conference. Send nominations to Tim.

Archives - Jenny Thomas

Nothing to report.

District 1 - Nathan Stancil

Nothing to report.

District 2 - Leigh Russell

Nothing to report.

District 3 - Christy Earp

Not present.

District 4 - Kris Obele Bele

Nothing to report.

District 5 - Angela Whitehurst

Not present. Note: Garrison Libby took a new position outside community colleges and Angela is stepping in as Director.

District 6 - Tina Adams

Nothing to report.

Next Meeting

Shannon will send a Doodle Poll regarding a date for the June meeting.

Adjournment

Meeting adjourned at 11:00 a.m.