

NCCCLA Board Meeting
April 17, 2024
10:00 a.m.

Shannon Paul, President	Robert James, DEI Chair*
Rich Garafolo, Vice President	*Paula Hopper, LAC Chair*
Lisa Shores, Secretary	*Alan Unsworth, Dogwood Digital Liaison*
Maria Luisa Saldarriaga-Osorio, Treasurer & Membership	*Dana Glauner, NCLA CJCLS Liaison
Angela Davis, Comms Officer	Nathan Stancil, District 1
Nicole Vandiford, 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	Dana Glauner, District 5
Retha Hall, Nominations Officer	Tina Adams, District 6
Jenny Thomas, Archivist	

Elizabeth Baker

* Unable to attend

Call to Order

Meeting called to order at 10:02 a.m.

Approval of Minutes

Motion: Alisha Webb

Second: Maria Luisa Saldarriaga-Osorio

Approved.

Old Business

Election

- Rich Garafalo was welcomed as the new Vice President/President-Elect.
- Rich asked for clarification on the ongoing topic of the position's responsibilities. At the May 2023 board meeting, Angela Davis made a motion to remove chairing the conference planning committee as one of the responsibilities of the position to encourage more people to consider

running for the position. Following a lengthy discussion, it was decided to leave the position description as written, and Angela withdrew her original motion.

New Business

Election Changes

- The election timeline needs to be updated to reflect the change to a biennial conference.
- The process typically takes 6 – 8 weeks from recruiting nominees to voting and announcing the new board. A tentative timeline for nominations was suggested to begin in the spring, which would give people time over the summer to consider and hold elections before October 1.
- The board determined that we do not have to include specific dates for elections in the bylaws, but we should include language, such as “elections should be held before the conference.”
- It was also suggested that meetings to elect new District officers happen in the month prior to the conference so meetings held during the conference can be about more than election business.
- Do not tie business to conference?
- The changes to the election timeline do not require a membership vote.

Change to two-year terms (starting Fall 2026)

- The change to a biennial conference also makes it necessary to change executive board terms to two years instead of one. This does require a membership vote. A motion was made to bring this change to the full membership for a vote.

Motion: Jenny Thomas

Second: Tina Adams

Approved.

The Vice President to President Transfer to occur in Fall

- This does not require a board vote.
- This transfer will take place in October.

Conference Updates

- The committee has begun meeting and has proposed a date change for the 2024 conference because it is not feasible to adequately plan a conference to be held in October 2024. A couple other issues also make it better to change the date, including the fact that the system conference is in October and 25 schools migrating to Evergreen will be busy with preparation for the December migration.
- The conference planning committee is working on a virtual conference to be held February 18 – 20, 2025.
- Immediately following the conference in February, the committee will begin plans for an October 2026 in-person conference.

- Christy Earp volunteered to host the 2026 in-person conference.
- Angela Davis will send out an email soliciting volunteers to participate on the conference planning committee.
- Rich Garafalo made a motion to change the conference dates as described for a February 18 -20, 2025 virtual conference and a fall 2026 in-person conference.

Motion: Rich Garafalo
Second: Jenny Thomas
Approved.

Reports

Treasurer's Report – Maria Luisa Saldarriaga-Osorio

- Maria advised that the NC (North Carolina) Community Foundation charges us \$800 a year to manage our account. This will be added to the agenda for the next meeting to discuss alternatives.
- There have been no deposits made into our Member Planet account since July even though there have been new members and renewals from current members. Maria is working with customer service to resolve the issue. This is not the first time this issue has occurred. Maria will give an update at the next meeting.
- Maria forgot to change the new membership rates following the change but made the changes before the meeting today.
- Other annual fees include \$600 for software and systems, such as Zoom, WordPress, GoDaddy, and Member Planet. Because of this, Maria suggested that we need to charge enough for conferences to offset these annual fees.

SUMMARY OF ACCOUNTS Statement Date 04/2024				
Accounts	Beg. Balance	Debits	Credits	Ending Balance
SECU Interest Checking	\$7,084.79	\$7.77	\$0.40	\$7,077.42
SECU Money Market Shares	\$5,083.70	\$0.00	\$9.91	\$5,093.61
SECU Money Market Shares	\$24,023.20	\$0.00	\$46.81	\$24,070.01
SECU Shares	\$25.08	\$0.00	\$0.01	\$25.09
Truist Checking	\$4,719.88	\$0.00	\$0.00	\$4,719.88

Totals	\$40,936.65	\$7.77	\$57.13	\$40,986.01
Current Balances at 12/2023				
Checking=\$7077.42				
Money Market Big=\$24,070.01				
Money Market Small=\$5,093.61				
Truist=\$4,719.88				
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, 2023, through March 31, 2023	\$39,533.76	\$40,909.73	\$2,010.00	
April 01, 2023, through June 30, 2023	\$39,533.76	\$41,865.03	\$2,010.00	
July 01, 2023, through September 30, 2023	\$39,533.76	\$39,941.84	\$1,010.00	
October 01, 2023, through December 31, 2023	\$39,533.76	\$42,405.96	\$2,160.00	
Note: Administrative fees for the year total \$821.62				
MEMBER PLANET				
Member Planet deposits have not been received since last July 2023. A ticket to Member Planet has been submitted. We are waiting for a response.				
MEMBERSHIP FEE INCREASE - MEMBER PLANET:				
Changes to membership fees have not been made. I need to confirm the changes made during the past meetings so I can change that in Member Planet.				
NCCCLA EXPENSES EVERY YEAR	Cost			

Member Planet	\$300.00			
WordPress	\$99.00			
Zoom	\$149.90			
GoDaddy	\$63.51			
Total	\$612.41			

Communications – Angela Davis

- Please send all announcements to Angela for the newsletter. Cape Fear is the featured library for the upcoming newsletter.
- Angela requested a volunteer to proofread/edit the newsletter. Christy Earp volunteered.
- Jenny Thomas will speak to the committee regarding preservation issues related to the association's online presence.
- Nicole Vandiford was introduced as the new webmaster.

Webmaster - Nicole Vandiford

- No report.

Awards - Alisha Webb

- The Mertys Bell and Scottie Cox scholarship applications are due at the end of the month, and recipients will be notified in May.
- Gloria Kelley has been awarded a lifetime membership in the association.

Nominations - Retha Hall

- Need to know specific vacancies to begin soliciting nominations.

DEI - Robert James

- No report.

Archives - Jenny Thomas

- No report.

District 1 - Nathan Stancil

- No report.

District 2 - Leigh Russell

- Planning a meeting in June.

District 3 - Christy Earp

- Will try to get a meeting for June/July

District 4 - Kris Obele Bele

- No report.

District 5 - Dana Glauner

- Met March 25 at Mitchell Community College for an AI (Artificial Intelligence) and Copyright talk given by Cheryl Coyle. The group also toured their Makerspace and Library and had lunch together.
- Dana will reach out to Cheryl to see if she would be willing to provide a professional development session on AI over the summer in conjunction with CJCLS.

District 6 - Tina Adams

- She is planning to send out a poll for a June meeting.

Next Meeting

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

Adjournment

The meeting was adjourned at 11:19 a.m.