

**NCCCLA Board Meeting**

**May 6, 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 Brown, District 4
Alisha Webb, Awards Chair	Dana Glauner, District 5
Retha Hall, Nominations Officer	Tina Adams, District 6*
Jenny Thomas, Archivist	

\* Unable to attend

**Call to Order**

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

**Approval of Minutes**

**Motion: Rich Garafalo**

**Second: Angela Davis**

**Approved.**

**OLD BUSINESS**

**Member Planet**

- Maria followed up with Member Planet to find out why they have not been depositing funds from memberships and renewals. They asked for our tax identification number and Maria sent them everything the previous treasurer had given her when she initially took over as treasurer. These documents include a former association board member's social security number, which was being used as the tax ID number. She is waiting to hear back from them.

- To obtain a federal tax identification number, the applicant must be a business or a registered 501c3, and NCCCLA is neither. This issue has been investigated at least twice in the past. According to official association records, in 2013, there was a Federal Tax ID Task Force and again in 2019 the issued was discussed. After consulting an attorney at the time, one of the issues for becoming a 501c3 was the amount of money in the association's bank accounts. For that reason, the association moved a significant amount of money to the North Carolina Foundation.
- Maria will reach out to NCLA to see if they can assist us in figuring out the best way forward as it is not feasible to continue to use someone's social security number for this purpose. Rich asked to attend the meeting once it is set up so more than one person is privy to the information. They will report at the next board meeting.

### **Professional Development**

- Dana Glauner contacted Cheryl Cole about presenting a professional development session on copyright and AI. Both Cheryl and CJCLS have agreed to host a joint professional development session with NCCCLA. Once she gets a date for the session from Cheryl, Dana will let the board know.

### **Membership Vote for Change in Terms**

- Shannon will work with Angela to draft an email and send out a link this month for a membership vote to approve the recommendation of moving from one-year terms to two-year terms for board members.

### **NEW BUSINESS**

#### **Conference Updates**

- The conference planning committee received a demo of PheedLoop, a conference management software. Considering the ongoing issues the association has with Member Planet, they also plan to request a demo of their membership module. The pricing for the conference management software is feasible.
- Maria reached out to the Evergreen conference planning committee who used PheedLoop for their recent virtual conference, and the feedback was positive. They mentioned that the software could not accommodate their meetings, and they used Zoom for that. Since NCCCLA has access to Zoom accounts, that would not be an issue.

- A call went out to the membership to submit ideas for the conference theme, and the committee has already received seven or eight entries. The deadline for entries is Friday, May 10.

## Reports

### Treasurer's Report – Maria Luise Saldarriaga-Osorio

SUMMARY OF ACCOUNTS Statement Date 04/2024				
Accounts	Beg. Balance	Debits	Credits	Ending Balance
SECU Interest Checking	\$7,077.42	\$1.00	\$35.29	\$7,111.71
SECU Money Market Shares	\$5,093.61	\$0.00	\$7.56	\$5,101.17
SECU Money Market Shares	\$24,070.01	\$0.00	\$35.70	\$24,105.71
SECU Shares	\$25.09	\$0.00	\$0.00	\$25.09
Truist Checking	\$4,719.88	\$0.00	\$0.00	\$4,719.88
<b>Totals</b>	<b>\$40,986.01</b>	<b>\$1.00</b>	<b>\$78.55</b>	<b>\$41,063.56</b>
<b>Current Balances at 12/2023</b>				
Checking=\$7,111.71				
Money Market Big=\$24,105.71				
Money Market Small=\$5,101.17				
Truist=\$4,719.88				
<b>North Carolina Community Foundation / The Scottie W. Cox Memorial Scholarship of NCCCLA / Statement of Activity</b>				
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	
<b>Note: Administrative fees for the year total \$821.62</b>				
<b>MEMBER PLANET</b>				
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.				

<b>MEMBERSHIP FEE INCREASE - MEMBER PLANET:</b>				
Changes on membership fees have not been done. I need to confirm the changes made during the past meetings so I can change that in Member Planet.				

#### **Communications – Angela Davis**

- Angela sent out the link for the newsletter this morning. Everyone agreed that a June newsletter is necessary with all the changes and updates forthcoming, and we will skip the July newsletter.

#### **Nicole Vandiford – Webmaster**

- Nothing to report.

#### **Alisha Webb – Scholarships**

- Scholarships closed at the end of April, and we received two applications for both the Mertys Bell and the Scottie Cox scholarships. The committee is reviewing the applications now and will make the awards at the end of the month. We will announce the winners in the July newsletter.

#### **Retha Hall -Nominations**

- Nothing to report.

#### **Robert James – DEI**

- Not present. No report.

#### **Jenny Thomas – Archives**

- Nothing to report. Shannon asked Jenny to check the archives for information on the past discussions regarding getting a federal tax ID.

#### **District 1 – Nathan Stancil**

- Nothing to report.

#### **District 2 – Leigh Russell**

- Nothing to report.

#### **District 3 – Christy Earp**

- Not present. No report.

#### **District 4 – Kris Brown**

- Nothing to report.

#### **District 5 – Dana Glauner**

- Nothing to report.

**District 6 – Tina Adams**

- Not present. No report.

Angela asked if the OER Task Force should stay a task force or become a standing committee. This will be discussed as new business at the next meeting.

**Adjournment**

The meeting adjourned at 10:40 a.m.