

**NCCCLA Board Meeting  
January 6, 2026 Minutes  
3:00 p.m.**

|   |   |
|---|---|
| Shannon Paul, Past President                  | *Robert James, DEI Chair                |
| Rich Garafolo, President                      | Kayla Page, LAC Chair                   |
| Leigh Russell, Vice President/President Elect | *Claire Leverett NC Live Representative |
| Kayla Page, Secretary                         |   |
| Libby Stone, Treasurer                        |   |
| Angela Davis, Comms Officer                   | Katy Hoffler, District 1                |
| Vacant, Webmaster                             | Colleen Kehoe-Robinson, District 2      |
| Victoria Linder, Procedures Officer           | *Christy Earp, District 3               |
| Carol Anne Hankinson, Membership Chair        | Ashley Apple, District 4                |
| *Mark Lee, Advocacy Chair                     | Dana Glauner, District 5                |
| Alisha Webb, Awards Chair                     | Tina Adams, District 6                  |
| Retha Hall, Nominations Officer               |   |
| Jenny Thomas, Archivist                       |   |
| *Unable to attend                             |   |

Rich provided a quick welcome to Victoria Linder, our new procedures officer, before the meeting started.

**Call to Order**

3:05

**Approve Minutes**

3:06 Tina provided motion to approve minutes and Shannon provided a second, all members approved

## Old Business

- OER Task Force
  - Voted to disband at last meeting.
  - Final report for disbanding OER Task Force
    - **3:07 Email was sent by Angela before the break, she shared where to find the final report on the NCCCLA website, shared where to find the OER resources on the website. Angela shared that she will create a new Resources tab on the webpages to help with locating materials.**
- NCCCLA Liaison Position
  - Approved position during November 2025 meeting
  - Need NCCCLA liaison representative to NCCCE Governance Committee
    - **3:18 Rich shared that Stacy was appointed as NCCCLA Liaison**
    - **3:19 Leigh expressed interest in also representing at NCCCE Governance Committee and Rich noted that he would share information with her**

## New Business

- NCCCLA Conference Scholarships
  - Discussion regarding amount of scholarships
    - **3:20 Alisha discussed the scholarships noting there is one for a library professional and one for a para-professional.**
    - **3:26 There was a discussion on what scholarship should cover. For example, it should cover travel, hotel, and registration. Retha suggested offering coverage for these items with an “up to” price point. For example, - coverage up to \$600.**
    - **3:28 Discussion on preference given to members but word scholarship in way that would not discourage non-members.**
    - **3:30 Alisha suggested members should have priority to the award.**
- Scottie Cox and Mertice Bell Scholarship Discussion
  - **3:33 Rich discussed renaming scholarships or combining the names**
- 2026 NCCCLA Conference Update
  - Vote on Pheedloop contract approved at December 2025 meeting
  - Where are we in the process of getting the contract from Pheedloop? (Leigh)
    - **3:51 Leigh shared that she has signed the contract and is working on a wire payment for Pheedloop subscription. Leigh also discussed working on getting ideas for a theme and flyer information for the next meeting.**

## Reports

- 3:55 Treasurer's Report presented by Libby Stone

| SUMMARY OF ACCOUNTS January 2026 Report    |                    |                |                 |                    |
|--|--------------------|----------------|-----------------|--------------------|
| Accounts                                   | Beg. Balance       | Debits         | Credits         | Ending Balance     |
| SECU Interest Checking (12/5/25 statement) | \$6,746.61         | \$1.00         | \$117.96        | \$6,863.57         |
| SECU Mertys Bell Scholarship Award         | \$5,802.07         | \$0.00         | \$7.00          | \$5,809.07         |
| SECU Money Market Shares                   | \$39,864.70        | \$0.00         | \$48.08         | \$39,912.78        |
| SECU Shares                                | \$25.19            | \$0.00         | \$0.00          | \$25.19            |
| Truist Checking (11/29/25 statement)       | \$2,717.25         | \$42.88        | \$0.00          | \$2,674.37         |
| <b>Totals</b>                              | <b>\$55,155.82</b> | <b>\$43.88</b> | <b>\$173.04</b> | <b>\$55,284.98</b> |

| 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, 2024 through March 31, 2025 (Q1)  | \$45,428.35                                   | \$45,942.47    | \$2,130.00                        |
| April 01, 2024 through June 30, 2025 (Q2)   | \$45,428.35                                   | \$48,103.94    | \$2,130.00                        |
| July 01, 2024 through September 30, 2025 (Q3)   | \$48,103.94                                   | \$49,896.56    | \$2,130.00                        |
| October 01, 2024 through December 30, 2025 (Q4)   |   |                |                                   |

*Quarterly fund statements are available approximately six weeks after the end of every quarter, around May 15, Aug. 15, Nov. 15 and Feb. 15. Note: NC Community Foundation Minimum for Scholarship Funds is \$40,000*

### Updates:

Payments Truist Credit Card: \$42.88 for lunch -Treasurer transfer meeting  
SECU:

Libby will visit SECU to set up a Share Term Certificate in January using \$10,000 from the SECU Interest checking account per board approval at the Dec 2025 meeting.

We've set up a new Basecamp account for NCCCLA - should we add all board members?

I've added links to Treasurer reports, etc. into Basecamp

North Carolina Community Foundation for the Mertys Bell Scholarship award.  
Rich, Alisha and Libby met with the NCC foundation on  
11/24

Transfer \$5,000 to NCCF?

**3:56 Libby also shared that she would add Board Members to the BaseCamp access.**

- **Communications - Angela Davis**
  - 4:03 Newsletter sent, need content for next newsletter
- **Webmaster - Vacant**
  - 4:03 Angela also requested need content for website
- **Awards - Alisha Webb**
  - Scholarships open through April
  - Congratulations shared with Alisha on her new position at Forsyth Tech
- **Nominations - Retha Hall**
  - Drafting information for vacancies
- **Membership – Carol Anne Hankinson**
  - 3:53 Shared new state archivist might be a good resource to present at an upcoming conference or workshop. She also suggested Darren Evans from Wake Tech as a potential presenter.
- **DEI - Robert James** Unable to Attend
- **Archives - Jenny Thomas** No Updates
- **Advocacy – Mark Lee** Unable to Attend
- **District 1 - Katy Hoffler** No Updates
- **District 2 - Colleen Kehoe-Robinson**
  - Preparing a poll to send to members
- **District 3 - Christy Earp** Unable to Attend

- **District 4 - Ashley Apple** No Updates
- **District 5 - Dana Glauner** No Updates
- **District 6 - Tina Adams**
  - Meeting Thursday to discuss survey for ad hoc committee
- **4:11 Victoria shared updating the handbook introduction section, Appendices B, C, & D. She is also working on updating membership information.**

**4:12 Adjournment** (Rich)