

**NCCCLA Board Meeting**  
**March 3, 2026**  
**3:00 p.m.**

Shannon Paul, Past President  
Rich Garafolo, President  
\*Leigh Russell, Vice President/President Elect  
Kayla Page, Secretary  
Libby Stone, Treasurer  
Angela Davis, Comms Officer  
Vacant, Webmaster  
Victoria Linder, Procedures Officer  
\*Carol Anne Hankinson, Membership Chair  
Mark Lee, Advocacy Chair  
Alisha Webb, Awards Chair  
Retha Hall, Nominations Officer  
\*Jenny Thomas, Archivist

\*Robert James, DEI Chair  
Kayla Page, LAC Chair  
\*Claire Leverett NC Live Representative  
Staci Wilson, NCCCE ILS Group Representative  
\*Shelby Beard, Exec. Comm. Chair, Dogwood Digital  
\*Laurie Robb, CJCLS (NCLA) Representative  
Katy Hoffler, District 1  
Colleen Kehoe-Robinson, District 2  
\*Christy Earp, District 3  
Ashley Apple, District 4  
Dana Glauner, District 5  
Tina Adams, District 6

**\*Unable to attend**

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**Call to Order** 3:05 (Rich)

**Approve Minutes** 3:06 (Tina & Libby)

**Old Business**

- NCCCLA Conference Scholarships
  - Discussion regarding amount of scholarships
- Scottie Cox and Mertice Bell Scholarship Discussion
  - 3:06 - Libby discussed rate drop and money was not moved and is still in original account
  - 3:12 Discussion with Alisha on renaming scholarships. The name change will take effect in July
  - Alisha discussed the NCCCLA Scholarship Fund and will complete the paperwork to release the fund to scholarship recipients

## New Business

- MOBIUS Contract for NCCCE ILS Group
  - 3:20- Contract is signed and ready to submit
- [Proposed Revision to Treasurer for NCCCLA Handbook](#)
  - 3:22 – Libby shared what updates were made to the NCCCLA treasurer responsibilities
- Upcoming Elections
  - 3:56 – Retha requested information be shared on conference and positions that are coming up for election
- 2026 NCCCLA Conference Update
  - 4:00 – Alisha, Kayla, & Libby are on the NCCCLA Planning Committee and shared updates on the planning and location for the NCCCLA Conference - Conference will be at Surry CC on **October 21-23** and proposals for sessions are due May 1

## Reports

- **Treasurer’s Report** – Libby Stone (3:10) - Libby went over the balances listed in the tables below.

SUMMARY OF ACCOUNTS March 2026 Report				
Accounts	Beg. Balance	Debits	Credits	Ending Balance
SECU Interest Checking (2/05/2026 statement)	\$6,964.06	\$1,158.63	\$198.22	\$6,003.65
SECU Mertys Bell Scholarship Award	\$5,818.95	\$0.00	\$9.89	\$5,828.84
SECU Money Market Shares	\$39,980.63	\$0.00	\$67.97	\$40,048.60
SECU Shares	\$25.20	\$0.00	\$0.00	\$25.20
Truist Checking (1/31/2026 statement)	\$2,674.37	\$0.00	\$0.00	\$2,674.37
<b>Totals</b>	<b>\$55,463.21</b>	<b>\$1,158.63</b>	<b>\$276.08</b>	<b>\$54,580.66</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, 2025 through March 31, 2025 (Q1)	\$45,428.35	\$45,942.47	\$2,130.00
April 01, 2025 through June 30, 2025 (Q2)	\$45,428.35	\$48,103.94	\$2,130.00
July 01, 2025 through September 30, 2025 (Q3)	\$48,103.94	\$49,896.56	\$2,130.00
October 01, 2025 through December 30, 2025 (Q4)	\$49,896.56	\$50,513.73	\$2,200.00

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

Most recent statement: [https://drive.google.com/file/d/1ysfvt-slo3FGBuCsbey9S1wloR-CSIBQ/view?usp=drive\\_link](https://drive.google.com/file/d/1ysfvt-slo3FGBuCsbey9S1wloR-CSIBQ/view?usp=drive_link)

**Updates:**

SECU Payments: Truist Credit Card: Paid \$1157.63 for Pheedloop in January

**(3:09)** – Libby discussed the following treasurer updates

1. We voted to open a Share Term Certificate for \$10,000 so I went to the credit union on 1/7/26 - SECU would not open a new account/STC for us because we are an organization and they do not do new accounts for orgs. Truist’s rates have gone down to just 3% for 5 months, or 2.5% for 12 months, so Rich and I decided it would not be worth the effort since the Money Market account is already earning 2%.
2. An iPad was purchased for treasurer Deb Foster ~2015-2016 to use for taking payments at conferences. As treasurers and technology changed, the iPad was no longer used and could no longer be updated. Libby did a factory reset to the iPad and returned it to Apple for recycling purposes on 2/13/2026.

3. Met with Kayla and Mary to set up payment form for the LAC Directors Institute, two have registered so far.
4. Treasurer procedure revision: need to discuss the 7th bullet point which begins with "Chair the Audit Committee." To my knowledge, this has not been done in many years. NCLA does not have a full audit either, but they do have an accountant review all their accounts when the treasurers change.  
[https://docs.google.com/document/d/16trJqBE7z8Ha5YvGnftFGBA\\_tT28E5Nn\\_haFLJnsB84/edit?usp=sharing](https://docs.google.com/document/d/16trJqBE7z8Ha5YvGnftFGBA_tT28E5Nn_haFLJnsB84/edit?usp=sharing)

District Officers: reminder if you have meetings this year, you can request up to \$300 for reimbursement from the treasurer for speaker fees or refreshments. Copies of receipts should be sent via electronic mail to the President for approval; the President will notify the Treasurer to issue reimbursement to the appropriate District member(s).

#### Reminders:

- **Communications - Angela Davis** – Send any updates or information that needs to be posted
- **Webmaster - Vacant**
- **Awards - Alisha Webb** – Nothing to report
- **Nominations - Retha Hall** – See 3:56 notes about voting
- **Membership – Carol Anne Hankinson** Absent
- **DEI - Robert James** Absent
- **Archives - Jenny Thomas** Absent
- **Advocacy – Mark Lee** 4:04, Mark noted he would like to volunteer for the webmaster position that is currently vacant
- **District 1 - Katy Hoffler** – Nothing to report
- **District 2 - Colleen Kehoe-Robinson** 4:07 Virtual meeting with Dixon and learned more about the history of the NCCCS
- **District 3 - Christy Earp** Absent
- **District 4 - Ashley Apple** – Nothing to report
- **District 5 - Dana Glauner** 4:08 Dana shared her district held a virtual meeting
- **District 6 - Tina Adams**– Nothing to report

**Adjournment (4:09)** Rich