

## **Items Passed by Executive Board from Minutes of the Organization**

### **June 13, 1978**

- Priorities Committee set the following minimum standards for LRC collections:
  - A. Book Collection
    - 15,000 titles as base
    - 5,000 college transfer or general education
    - + 10 titles for each FTE student
  - B. Periodicals Collection
    - 200 base
    - + 6 additional titles per curriculum program
  - C. Audiovisuals
    - 1000 base at \$100 per curriculum program
    - 6 additional AV items per curriculum program
    - Rental \$100 per curriculum program
  - D. Depreciation 12% annually
  - E. Staff – 2 additional staff
    - Librarians – 2 up to 1000 FTE
    - 3 up to 2000 FTE
    - +1 per 1000 additional FTE
- NCCCLRA be an affiliate with the NC Media Council. President Geneva Chavis and Malcolm Shearin were appointed representatives.

### **November 30, 1978**

- Honorary Membership awarded to Dr. Ben Fountain.

### **May 18, 1979**

- The Priorities Committee is now a standing committee with the Past-President as chair.
- Up to \$50 be provided for each district for district activities to be used by March 1980.
- Memorials and Scholarship Committee be appointed to establish guidelines with the Treasurer serving as chairman of the committee.
- A telephone credit card is being issued to the President and that the past president will cancel the card issued last year in her name.

### **August 8, 1979**

- The President of the Association of NCCC Presidents is invited to serve on the Priorities Committee of NCCCLRA.
- A scholarship fund that could be generated from dividends accrued to be used as seed money.

### **December 5, 1979**

- A contribution in the amount of \$50 is given in memory of any LRA Member. This contribution will be awarded as follows:
  - Institutional Member – to the respective LRC component (college)
  - Non-Institutional Member – to an established memorial fund or familyA contribution in the amount of \$50 in memory of a non-LRA member at the request of a LRA member subject to LRA Executive Board approval.
- Some expenses are incurred which serve the entire LRA membership and should be paid from LRA funds:
  - LRA Newsletter
  - Stationary
  - Telephone calls approved by the President or Treasurer
  - Expenses for Executive Board Members approved prior to activity
  - Expenses for Conference Program speakers
  - Conference expenses
  - Printing and Copying costs

### **September 12, 1980**

- LRA will apply for a new bulk mailing permit as a non-profit organization.

### **December 1983**

- Final board approval to increase scholarship to \$300.

### **March 21, 1984**

- Executive Board suspended authorization for underwriting any district meeting expenses for the 1984-1985 year.

### **February 1, 1985**

- The NCCCLRA scholarship is renamed the Mertys Bell Scholarship.
- That at future NCCCLRA conferences, \$1 tickets be made available at the registration table for those to buy a chance for a prize to benefit the scholarship fund.
- That an option be listed on the pre-registration pamphlet so that conference participants could donate money to the scholarship fund.
- That the President of LRA forms an Audit Committee, which shall meet just prior to the first quarterly meeting after the conference. This will give time for the previous conference's finances to be cleared out. This (Audit) Committee shall be charged with the responsibility of performing an audit of the Association's books for the period since the previous audit and then report to the Executive Board.
- That the Audit Committee shall be composed of the incoming treasurer, the current President, the previous President and as many other members as the current President shall appoint. The outgoing Treasurer will continue to be responsible for association financial obligations until the conclusion of this meeting so that the obligations assumed for the conference can be concluded with continuity.

### June 7, 1985

- That the \$50 per year district meeting expenses allotment be reinstated effective immediately.

### October 1, 1985

- Governor Jim Martin was made an honorary life NCCCLRA member.

### March 19, 1986

- The Priorities Committee, composed of the LRA Past President and a representative from each district plus the current President's Association liaison to LRA and the current LRA Presidents now recognized as a "standing committee" and not an "ad hoc" committee.

### October 1986

- Professional award renamed to Achievement Award.

### May 1987

- Motion carried that a second money market account be opened.
- Proposal and motion passed to raise the Cox Scholarship Award to \$400.
- Motion passed to have (3) newsletters per year.

### January 1989

- Proposal made and motion passed that we return to (4) newsletters per year.

### June 8, 1989

- Standing committee annual reports will be disseminated to the membership through the Priorities Committee.

### June 7, 1990

- Motion carried to adopt mission statement, goals & objectives.

### September 24, 1991

- The Treasurer transfers all interest from all accounts to the scholarship fund in January of each year after receiving the December 31 bank statement.
- Motion carried to add remarks to award application, "statement of financial need, interest in the field, and their motivation to continue their education."

### June 12, 1992

- The Archives/Procedures Committee is converted to standing appointed office with the officer titled "Archivist."

### September 24, 1992

- Ballots were sent to the members for a proposed revision to Amendment IV, Section 2 of the NCCLRA Bylaws. The revision proposal carried and the section will be revised to read as follows: "the committee shall poll the membership for nominations and present the names of two candidates for each of the following offices: Vice President/President Elect, Secretary and Treasurer to the Executive Board **no later than six weeks** prior to the annual conference. The nominees should be members in good standing and should be qualified to fulfill the purpose of the Association."

### **March 12, 1993**

- Proposal made and motion carried that the President may request board approval for reimbursement of funds prior to attending professional meetings that would directly benefit NCCLRA.

### **December 3, 1993**

- The Priorities Committee has been renamed the Planning Committee and is chaired by Jerry Weaver.
- The Technology Committee, a new committee, is charged with preparing for the utilization of the N.C. Information Highway in the community college system.
- A second newly formed committee is the Library Technical Services Committee, chaired by Merrill Smith. It will deal with cooperative collection management.

### **June 17, 1994**

- A Finance Committee was formed with Bob Hudson as chair. Briefly stated some of their charges were:
  - To review fiscal management practices of LRA
  - To determine if an internal audit is sufficient
  - To review length of service by the Treasurer
  - To develop a plan for a fiscal management procedures manual
  - To determine if the association should be filing annual documents with the IRS, which it is not now doing

### **September 30, 1994**

- A motion was carried to send a ballot to the membership for possible change in the Constitution in combining archivist and parliamentarian to a procedures officer.

### **November 18, 1994**

- Motion was proposed and carried that the NCCCLRA go on record as supporting the NCPLDA request for increased funding for public libraries.
- Jeanne Whisnant moved that the NCCCLRA approve up to \$900 to pay for a three-site license for "Soaring to Excellence." The proposal was seconded and the motion carried.

### **January 25, 1995**

- Dot Elledge has resigned as treasurer due to health problems and Ann Webb has accepted the position in accordance with our constitution.

### **March 22, 1995**

- The Site Selection Committee recommended that the 1996 LRA conference be held at the North Raleigh Hilton March 12-15. The motion was seconded and carried by board approval.

### **March 23, 1995**

- As new president, Jeanne Whisnant has three major concerns and the following task forces will be asked to address those concerns.
- The first task force will look at the many components of LRC's to see how we can better represent the entire body.
- The second task force will focus on the location and timing of the NCCCLRA conference since it has always been a concern to members. Roxanne Davenport has agreed chair this group.
- The final task force will examine how the treasurer is chosen by LRA and the term lengths.

### **February 9, 1996**

- After conference expenses are paid, any funds in excess of \$5000 will be transferred to the Scholarship fund.
- Annual dues for active and associate members shall be set by a simple majority vote of the Executive Board.
- The membership year will be from conference to conference.
- There will be a Library Director Council to report to Dr. Hackley by July 1996.

### **April 17, 1996**

- That NCCCLRA extend the conference mailings to Virginia and South Carolina community colleges.
- That the Chronicle of Higher Education (Events), Library Journal and Tar Heel Libraries will be contacted to announce conference dates and themes.
- That Azalee Sain is presented with a life membership certificate in NCCCLRA upon her retirement.
- That vendor fees are increased to \$150 per table to cover the cash bar. Two tickets for free drinks will be issued to registered conference attendees.
- Utilizing a rotation system, each committee member will serve three years. The President will select the chairperson.
- A vendor committee should be appointed to work year-around on the conference.
- Fayetteville Technical CC will purchase the software to be billed to NCCCLRA to get the newsletter, the MEDIATOR, on the Internet.
- The MEDIATOR will be distributed via the Internet homepage (at FTCC) and electronically by e-mail to insure access for all institutions.
- Bob Hudson work with District Directors to study how changing district lines can increase system-wide participation in NCCCLRA.

### **June 6, 1996**

- NCCCLRA will continue to reimburse travel at the state rate, currently 25 cents per mile.
- Canvas book bags, printed with the conference logo and "Mid-Pines Inn & Golf Club 1997" will be ordered and sold for \$10 at the conference for the scholarship fund.

### **September 20, 1996**

- One hundred canvas bags with the LRA logo will be ordered by LRA with two-color design for \$508.80. These will be available for purchase at \$10 at the 1997 conference now slated at the Sheraton Imperial, RTP.
- NCCCLRA will pay for the receipt and download of the program “Managing the Electronic Library” on October 2, 1996 by Lenoir Community College, which will then make it available to the membership for individual college libraries or district meeting use.

### **March 24, 1997**

- The \$50 per year funding for district meetings was increased to \$100 per year per district.

### **June 5, 1997**

- \$300 was donated by LRA to the Jane Cunningham Memory Garden at Anson Community College.
- Harry Cooke volunteered to publish membership information for NCCCLRA on the Catawba Valley CC webpage.

### **September 17, 1997**

- Harry Cooke has made an area of his webpage for all NCCCLRA items - it will now include membership, district meetings, news and the conference program.

### **March 7, 1998**

- The Mertys Bell scholarship was awarded to Delores Critcher of Vance-Granville Community College.
- David Hunsucker and Marjorie Whitaker were awarded Lifetime Achievement Awards.

### **June 11, 1998**

- NCCCLRA will pay for the luncheon expenses of all award honorees.

### **June 4, 1999**

- NCCCLRA Executive Board minutes will be posted on the webpage with “DRAFT” on them as soon as written. Minutes will then be updated and corrected. After approval at the next Executive Board meeting, “DRAFT” will be removed.
- The NCCCLRA newsletter, the MEDIATOR, will be maintained at FTCC with a link from the webpage at Catawba Valley CC.
- A survey will be conducted to determine computer labs, training needs and possible trainers across the system. After this survey, priorities for training will be determined.

### **September 13, 1999**

- Unanimous vote to cancel the Holiday Inn –High Point contract and allow the Site Selection Committee to recommend another location. Selected was the High Point Radisson.
- Voted to send Beverley Gass, the NCLA President, one dozen roses from NCCCLRA.

### **March 17, 2000**

- Executive Board voted that the summer meeting be held at the Distance Learning Conference in New Bern instead of the IIPS Conference this year.

### **January 12, 2001**

- Bob Hudson, Pam Doyle and Shirley Jones were appointed to an Ad Hoc committee to research the financial history of the organization and report back to NCCCLRA.
- The Executive Board voted to increase the Scottie Cox and Mertys Bell scholarships to \$1000 each and to offer two Mertys Bell scholarships annually.
- Carolyn Oakley made a motion that NCCLRA become an association member of Association of College Research Libraries. Bob Hudson seconded the motion and it was carried. It was further agreed that the president or her/his designee would attend meetings.

### **December 7, 2004**

- The Executive Board approved annual dues effective July 2005 for active and associate members of ten dollars (\$10.00) for salaries under \$25,000 and twenty dollars (\$20.00) for salaries over \$25,000.

### **January 13, 2006**

- The Executive Board approved the creation of an ad hoc committee to review and revise the NCCCLRA Handbook. The committee will consist of member volunteers including the Procedures Officer.
- The Executive Board discussed establishing an active library reference group.

### **May 16, 2007**

- The motion was made to have the NCCCLRA *Handbook* revised to reflect a substitution of the position of “Webmaster” (or possibly “Website Manager”) for that of “Newsletter Editor.” The motion was seconded and carried.
- The motion to designate \$3000 as the starting budget for the 2008 conference was made, seconded, and carried.
- The motion was made that the next NCCCLRA conference will be held in the western part of the state in spring of 2008. The motion was seconded and carried.

### **September 21, 2007**

- The recommendation was made to the Board that the 2007-08 NCCCLRA Conference be held at the Walker Center at Wilkes Community College on April 2, 3, and 4, 2008. The motion was made and seconded to accept this recommendation—the motion was carried.
- A proposal was made to increase registration fees for the 2008 conference as follows:
  - Full-conference preregistration for members—\$50, for nonmembers—\$55
  - On-site (walk-in) full-conference registration for members—\$60, for nonmembers—\$65
  - One-day (pre- or on-site) registration for members—\$35, for nonmembers—\$40
  - Half-day (pre- or on-site) registration for members—\$20, for nonmembers—\$25The motion was made and seconded to accept the increased registration fees—the motion was carried.

### **February 13, 2008**

- The motion was made and seconded that the Executive Board put before the membership for vote the proposed change in NCCCLRA membership term from “conference to conference” to “date of receipt by Membership Chair to one year following that date.” The motion was passed with a vote of 10 in favor, none opposed, one abstaining.

- The motion was made and seconded that the Executive Board put before the membership for vote the proposed change in NCCCLRA membership fee structure and categories from “\$10.00 for salaries under \$15,000; \$20.00 for salaries \$15,000 and above” to “\$10.00 for retired library personnel, paraprofessional personnel, and students; \$15.00 for non-library personnel; \$25.00 for professional staff; \$75.00 for corporate membership, not to include voting privileges.” The motion was passed unanimously.
- The motion was made and seconded to present to the membership at the upcoming NCCCLRA Business Meeting the idea of holding a combined conference with the DLA in 2009. The motion was passed unanimously.