

South Carolina Library Association
Board Meeting
Richland Library, Bostick Auditorium
March 28, 2013

Jonathan Newton (President) called the meeting to order at 10:15am. Minutes from the Leadership Retreat were unanimously approved.

Kathy Snediker (Treasurer) – *Treasurer's Report*

- Figures listed in the "2013 Draft" column are only estimates made for planning purposes
- Estimates are based on the number of expected members in each Section and Round Table
- Section and Round Table officers need to check with Kathy and Donald Wood (Executive Secretary) to learn their actual year-to-date income before making purchases

Discussion of budget:

- Some officers are confused about when funds need to be spent and at what point unspent funds are used to pay general Association expenses:
- Per Donald, some of the confusion stems from the new rolling year for memberships
- Officers would like clarity on appropriate use of funds, fundraising goals, process, and deadlines
- **Jonathan proposed writing a letter with Kathy to the officers explaining the above, and the Editorial Committee will share it on the website**

Explanation of financial process and issues (Donald):

- After December 31st any unspent Section and Round Table funds are used to pay general Association expenses
- The funds do not carry over because SCLA is often running a deficit, and the overall goal of every Section and Round Table should be to keep the entire organization solvent
- Sections and Round Tables are not billed for conference programs (as they are in many other organizations) – if that were the case, all of our Sections and Round Tables would have a negative balance

Budgeting and spending basics (Kathy):

- The most successful programs tend to be those that pay for themselves
- **Officers need to check with Kathy and Donald before making or planning to make purchases**
- Any funds made from a Section or Round Table event (including fundraisers) should be sent to Donald for deposit

- **Funds raised and income generated will be set aside for the use of that Section or Roundtable until December 31, at which point unspent funds will be used to cover Association expenses**

Discussion of the general financial situation:

- The Association used to receive significant funding from vendors, but we need to find a new way of doing business since we're no longer receiving those funds
- The dues structure is low and membership fees are not able to sustain the organization
- **Increasing dues for both individual and institutional members needs to be considered**
- The Association is currently losing revenue on institutional memberships since the cost of membership is less than the cost of the free conference registration
- **Jonathan proposed restarting the financial planning committee and presenting a plan at the June Board meeting**
- Crystal Johnson (2nd Vice President / Membership Chair) and Kathy will serve on the financial planning committee

Crystal Johnson (2nd Vice President / Membership Chair) – Membership Report

- Since the Leadership Retreat, the Association has lost approximately 20 members due to non-renewals
- Crystal has had personal conversations with people who are interested and energized, and it's our job to tap into that excitement
- **Officers need to have conversations with their colleagues about why SCLA membership is valuable**
- The *Do You Know* series will continue monthly – to be featured, send your information to Crystal at cjohnson@richlandlibrary.com
- There are currently four institutional members
- **The Membership Committee continues to explore tiered institutional memberships and hope to present a proposal at the June Board meeting**

Discussion of membership:

- Yvonne Davis (Immediate Past President) would like to see quick action on the tiered institutional memberships, since they're currently not generating any revenue
- Institutional memberships need to be advertised to people with the power to make decisions about whether or not their institution will join
- Donald sends renewal letters on the first of the month to those whose membership expired the previous month
- Donald sends quarterly membership lists to Section and Round Table chairs

- Donald sends membership cards by the first day of the following month, but joint memberships take longer to process because of ALA's structure
- Donald will check into why some members did not receive renewal reminder emails
- Donald will correct sorting issue on membership spreadsheet that resulted in email address confusion
- Donald will make sure that everyone receives membership cards and renewal notices in a timely fashion

Ed Rock (1st Vice President / Conference Chair) – Conference Report

- The conference proposal form should be on the website by March 29th
- Faith Keller will chair the poster session and is researching how they're done at other conferences
- Exhibitor and sponsorship packet is now on the website, and Donald hopes to have hotel information on the website soon
- The hotel is nice, historic, and in downtown Greenville
- Dates have been shared with APLA Liaison, Jimmy Epling
- **Conference ideas and suggestions should be sent to Ed at erock@clermson.edu**

Discussion of conference planning:

- The committee might want to consider having a smaller number of higher quality sessions and repeating them to fill out the schedule
- Due to its popularity at the 2012 conference, an unconference track is being planned
- **By the June Board meeting, we should know what conference programs have been accepted**
- A map of free parking should be included in the conference packet
- Libby Young is chairing the local arrangements committee and is excited about bringing in authors – including self-published authors – in partnership with Fiction Addiction
- The possibility of a walk / run or bike ride is being explored
- Ed has and will share the list of planning committee members

Discussion of SCLA archive:

- Donald is collecting information that needs to be sent to the SCLA archive at Winthrop (old conference programs, memorabilia, conference bags, etc.)
- The Editorial Committee will create a post for the website asking that these items be sent to Donald

College and University Section Report

No officers present

No report

Library Management Section Report

No officers present

No report

Public Library Section Report – Matt Steinmetz

- The Section would like to work with the Paraprofessionals Round Table on a conference program about how to keep paraprofessionals engaged and involved
- The program would be done either as a summer session or at the annual conference
- Nathan Flowers (ALA Councilor) suggested that Matt check to see if SCLA might work with the State Library to hold a less expensive version of ALA's paraprofessional certification program
- Yvonne suggested presenting or doing outreach at LIBRIS

Technical Services Section Report

No officers present

Report submitted via email:

The SCLA Technical Services Section has had a low-key year. Secretary Derek Wilmott of Clemson University Vice-Chair Cathy Goodwin of Coastal Carolina University, and Chair Kathleen McCallister of the University of South Carolina, met at the annual SCLA Leadership Retreat in early February at the SC State Library in Columbia to plan the year's events. Various suggestions were proposed for both the annual conference and for mid-year programs or workshops. The officers and various members of the University of South Carolina's School of Library and Information Science program attempted to brainstorm ideas for a collaborative program, but were unsuccessful.

For the annual conference presentation, a panel discussion was proposed on the topic of current and future technical services issues facing various libraries across the state. Working together, the officers were able to contact and invite four librarians to participate in the discussion: Scott Phinney (University of South Carolina); Nancy Sloan (Furman University); Derek Wilmott (Clemson University); and Michael Winecoff (University of North Carolina-Charlotte). The panel was held on October 25th from 3:30-4:30 P.M. Topics discussed included departmental reorganization, workflow and staffing issues, and preparation for the upcoming move to RDA.

Immediately following the panel presentation, the Technical Services Section held its annual business meeting. Section Chair Kathleen McCallister called the meeting to order at 4:37 PM. As there had been no volunteer for the position of Secretary, a decision was made to send out another call for volunteers following the conference. Cathy Goodwin and Derek Wilmott

were confirmed as Section Vice-Chair and Section Chair, respectively by Section succession rules. The slate of officers for 2012-2013 was proposed and accepted. The officers and those in attendance discussed the attendance of the panel and the interest the audience had showed in the topic of RDA, as well as ways to increase participation in both the section and the section's listserv. The business meeting adjourned at 5:00 P.M.

Respectfully submitted,

Kathleen McCallister, 2011-2012 Technical Services Section Chair

Youth Services Section Report

No officers present

Report submitted via email and delivered by Jonathan on behalf of Cheryl Brown:

We have reinstated our YSS e-newsletter and the first issue should be sent out this spring - we hope it will get members excited about submitting conference proposals, participating in the poster presentations, renewing their memberships and getting involved in SCLA.

We have started preparations to partner with the State Library on StoryfestSC which is the statewide kickoff for summer reading through the public libraries. YSS will be in charge of the craft area during the all-day event as well as providing volunteers for various other areas.

We have put together an outline of a YSS track for the conference that we think will be worthwhile for YSS professionals, paraprofessionals and USC-SLIS students.

When are conference program proposals due? Poster session proposals?

I know Greenville Library is planning on having a Performer Showcase - are they interested in partnering with YSS and the state library on this? I know we would be interested as well as the state library.

We do plan on having an exhibit booth at the conference again - I will fill out the paperwork I saw on the website but I just wanted to make sure there was no charge for sections to have a booth.

Round Table for African American Concerns Report

No officers present

Report submitted via email and delivered by Jonathan on behalf of Gerald B. Moore:

Meetings

RAAC was represented by the Roundtable Chair, Gerald B. Moore, at all SCLA Executive Board Meetings in 2012.

RAAC Chair Gerald B. Moore met with USC's School of Library and Information Science Diversity Leadership Group in February 2012. SLIS asked to sponsor a session at the annual conference based on the USC Focus Carolina Initiative: Participate, Innovate, And Lead. It was agreed that the session would be introduced by USC President Harris Pastides and focus on Advocacy and effective Leadership in various library settings.

Conferences

RAAC held the first annual RAAC Colloquium in August 2012 at the Main Branch of the Charleston County Public Library. Proceeds from this event benefited the SCLA Scholarship for Diversity in Librarianship. \$235.00 was raised for the Scholarship for Diversity in Librarianship. Session topics included: "The ABC's of Research, Self-Publishing, and Packaging Our Stories," "Bridging the Gap between African-American Studies and Libraries through Book Discussion Groups," and a Think Tank Session that featured the Charleston County Library's John L. Dart 85th Anniversary Committee discussing the celebration of libraries in the context of community history. The successful presentation of the RAAC Colloquium resulted in an invite to the Dart Anniversary Committee to give their presentation at the annual conference in October 2012.

RAAC facilitated two sessions at the annual conference. The first session was entitled, "Celebrating Libraries in the Context of Community History" and it was presented by members of the 85th John L. Dart Anniversary Committee from Charleston County Public Library: Cynthia Graham-Hurd, St. Andrews Regional Branch Library; Sherman Pyatt, Cooper River Memorial Branch Library; Cheryl Brinkley, John L. Dart Branch Library; and Kim Odom, John L. Dart Branch Library. The session was well attended and received positive comments. The second session, entitled, "Stand Up and Shout! Sit Down and Negotiate" featured librarians from various library settings discussing advocacy in their respective areas. Presenters included University of South Carolina President Dr. Harris Pastides, who discussed the Participate, Innovate, and Lead Initiative at USC. Other presenters included Augusta Baker Chair Dr. Michelle Martin, Special Librarian & Archivist Georgette Mayo

from the Avery Research Center of College of Charleston, Ida Thompson, Director for Instructional Technology at Richland County District One and Reference Services Manager Rayburne J. Turner at Charleston County Public Library. Over 80+ people attended this session. The USC's School of Library and Information Science polled attendees with their own survey instrument and the comments about the sessions were overwhelmingly positive. At the conclusion of the session, Lenora Price, Alumni Relations & Continuing Education Coordinator at the School of Library and Information Science at USC, approached Gerald Moore and asked if the Diversity Leadership Group and the School of Library and Information Science could co-sponsor a session with RAAC for the 2013 Conference.

Plans for 2013

Plans are underway for RAAC to co-sponsor a session with USC's Diversity Leadership Group & SLIS featuring editor Dr. Valinda W. Littlefield and her co-editors Marjorie Spruill (College of Arts and Sciences at USC) and Joan Marie Johnson (lecturer, Women's and Southern History at Northeastern Illinois University) of the three volume series, South Carolina Women: Their Lives and Times for the 2013 conference. Once again this session will serve as a precursor to the annual USC Alumni Tea. Gerald B. Moore will meet with members of the Diversity Leadership Group at USC on April 4 to finalize plans for the session.

Gerald B. Moore is currently in talks to have RAAC host a second colloquium in the summer of 2013 with proceeds going to the SCLA Scholarship of Diversity in Librarianship. Location and other pertinent details are forthcoming.

Current officers for the Roundtable for African-American Concerns are Gerald B. Moore of Charleston County Public Library, Chair, and Valerie Rowe-Jackson of Richland County Public Library, Secretary. The Vice-Chair position is still open.

Archives and Special Collections Round Table Report

No officers present

No report

Digitization of Cultural Heritage Materials Round Table Report – Amanda Stone

- The Round Table is exploring the use of Tumblr as a way to introduce the group to the membership
- There has been discussion with the Technical Services Section about the possibility of doing RDA training in conjunction with the State Library, with the possibility of planning a panel discussion on RDA for the annual conference

- There is a meeting scheduled with Kate Boyd in May to talk about how the Round Table can work with the SC Digital Library
- There are currently 29 members of the Round Table, and officers are hoping to leverage their membership to plan poster sessions and conference programs

Government Documents Round Table Report – *Kathy Carn-Carmichael*

- All officer positions have been filled
- The Round Table will hold meetings after Government Documents regional meetings at USC
- Officers are working with SELA's GODORT chair on a slate of programs for the annual conference, with special emphasis on planning programs for public librarians

Information Literacy Round Table Report

No officers present

Report delivered by Tammy Ivins (SELA Representative) on behalf of Mary Fairbairn:

- The Round Table is discussing conference programs and may collaborate with the College and University Section on a summer session
- The Round Table is "small but mighty," and officers are working to build membership
- Officers would like periodic updates on their membership and to make sure they're on the Executive Board listserv
- **Georgia and Kelly Jones (Editorial Chair) suggested creating a form for outgoing officers to fill out at the conference to ensure that all new officers are listed on the website and included on the appropriate listservs**

New Members Round Table Report – *Amber Conger*

- Hunter Deas is now serving as the NMRT liaison to LISSA and is doing outreach at their meetings
- Amber presented a program on professionalism at the last LISSA meeting
- The Round Table has 141 members
- The brunches have been a big success, and NMRT will continue to hold them throughout the state
- **The first year of the Round Table's mentoring program is coming to an end and information about this year's program will be sent to the membership soon**
- Officers are working on conference programs

Paraprofessionals Round Table Report

No officers present

Report delivered informally by Yvonne on behalf of Wanda Joseph:

- The Round Table plans to work with the Public Library Section to offer conference programs

Awards Committee Report

No officers present

Jonathan shared a minor update:

- Michelle Rubino (Chair, Publicity Committee) has agreed to work on the awards committee and promote awards opportunities via email, the website, and social media
- Donald hopes to have awards information on the website in the next two weeks

Constitution and Bylaws Committee Report – Hunter Deas

No report

Legislative Committee Report – Libby Young

- Nine people will attend Legislative Day (May 7-8), and they are in the process of making appointments with senators and congressmen
- The State Library's Deputy Director and two SCASL librarians will be participating, in addition to SCLA's representatives
- The Committee would like to have more representation from different districts, particularly 5 and 2
- SCLA representatives will meet via Skype to discuss strategy
- **Anyone interested in attending Legislative Day should contact Libby Young at libby.young@furman.edu**
- The Committee is also working with public library directors across the state to collect stories about how libraries have touched their customers lives

Editorial Committee Report – Kelly Jones

- Information to be posted on the website needs to be sent to web.scla@gmail.com, not directly to Kelly Jones
- The job postings page is somewhat difficult to navigate, so Kelly will check with Rob Lindsey (Webmaster) to see how we can improve it
- **Officers and members are strongly encouraged to share SCLA posts via their own social media networks to help drive traffic to our Facebook and Twitter accounts as well as our website**

Nominating Committee Report – *Yvonne Davis*

- Ray Turner has agreed to serve on the Committee along with members of the Executive Committee
- **Anyone interested in serving as an SCLA officer should contact Yvonne at ydavis@fmarion.edu**

Planning Committee Report – *Amber Conger*

- This Committee has been part of SCLA bylaws and needs to be restarted
- Having a plan will help members and officers get on the same page as an association
- A SWOT analysis was started at the Leadership Retreat, and it was wonderful to see everyone so engaged
- The information gathered at the Retreat will serve as a foundation for the Committee's work
- The goal is to have a diverse committee of nine people, and there has been great response and enthusiasm from the membership so far
- **Anyone interested in serving on the Planning Committee should contact Amber Conger at aconger@richlandlibrary.com**
- The role of the Committee is to collect and analyze member feedback and present it to the Executive Board
- A clear strength of the organization is the opportunity it provides members for networking

Scholarship for Diversity Committee Report – *Cathi Cooper Mack*

- The Committee is exploring new ideas for fundraisers and activities to take place at the conference on Wednesday evening
- There will be a silent auction, and members are encouraged to consider making a contribution
- **Officers may need to ask for assistance with conference activities, and anyone who would like to help or who has suggestions should contact Cathi at ccoopermack@scsu.edu**

Intellectual Freedom Committee Report

Seeking officers

Anyone interested should contact Yvonne at ydavis@fmarion.edu

ALA Representative Report – *Nathan Flowers*

- ALA Councilors are explore a proposal to tie dues increases to the Consumer Price Index
- There has been ongoing discussion about whether the number of at-large Councilors needs to be reduced
- Council is also discussing divestment in all fossil fuel related funds, which may have a significant impact on ALA's endowment

- Nathan started a discussion on the Council listserv about the case in which librarian Dale Askey was sued for libel by Edwin Mellen Press
- ALA spoke out about the unjustness of the suit, and it was eventually dropped
- Nathan is planning a get-together of all SC attendees at the ALA conference in June
- **Anyone interested in learning more or sharing feedback should contact Nathan at nflowers@fmarion.edu**

APLA Representative Report

Not present

No report

SCASL Representative Report – Jenny Dilworth

- SCASL's annual conference was held in Columbia at the Convention Center, and nearly 500 people attended
- The next two annual conferences will be held in Columbia at the Convention Center
- The Convention Center is expensive, but it's a popular location and Columbia conferences are always well-attended
- Two SCASL representatives will be attending Legislative Day

SELAL Representative Report – Tammy Ivins

- SELA's summer conference is coming up, and Tammy will share information with the SCLA membership
- SELA is looking forward to the joint conference

Unfinished Business

- **The Library Marketing and Outreach Interest Group is seeking members, and anyone interested should contact Adam Haigh at ahaigh@lander.edu**
- Jonathan would like the minutes (starting with the Leadership Retreat) to be posted on the website, so Georgia will be sure to post them

Closing Discussion

- Tammy shared that Jennifer Thompson is interested in reviving the GLBT Interest Group
- Donald will check with Rob to see if interest groups can be added to the membership application
- The draft budget does reflect the anticipated increase in attendance at the joint conference, but not much because SELA's last conference only had between 50 and 75 people in attendance
- Currently, the plan is to have two conference rates – early-bird and regular – with no additional charge for same-day registration

- The Conference Planning Committee will meet to finalize the plan for rates
- The budget presented in the Treasurer's Report was approved
- The meeting was adjourned at 12:25pm

Respectfully submitted,
Georgia Coleman, Secretary