



South Carolina Library Association

SCLA Board of Directors Meeting

April 12, 2018

9:30 A.M.

Richland Library North Main Meeting Room

5306 N. Main St, Columbia SC

Attendee Name	Section/RT/Committee	Office	Email
Robert Antill	Library Management Section	Chair	rantill@dcl.lib.sc.us
Leslie Koller	Executive Committee Membership Committee	2nd VP Chair	lkoller@dcl.lib.sc.us
Ashley Silvera	GLBTQ RT	Chair	asilvera@richlandlibrary.com
Sunny Peterson	Paraprofessional RT	Chair	lorrainel@richlandlibrary.com
Melissa Poole	Executive Committee	Secretary	mmpoole@clemsonledu
Terry Elsey	Public Library Section	Chair	terrye@infodepot.org
Chris Rogers	Public Library Section Advocacy Committee	Vice-Chair	chrisr@infodepot.org
Kristin Amsden	Conference Planning Committee Membership Committee		kamsden@richlandlibrary.com
Jade Geary	Information Literacy RT Membership Committee	Chair	gearyja@email.sc.edu
Donald Wood	Executive Committee	Executive Secretary	dwood@capconsc.com
Jimmie Epling	Executive Committee	President	jimmie.epling@darlington-lib.org
Jenny Colvin	College and University Section	Chair	jenny.colvin@furman.edu
Virginia Cononie	Executive Committee Advocacy Committee	ALA Councilor Co-Chair	vcononie@uscupstate.edu
Sarah Gough	New Member RT Awards Committee	Chair Chair	sgough@richlandlibrary.com
Amanda Stone	Executive Committee Conference Planning Committee	1st VP Chair	astone@statelibrary.sc.gov
Lisa Gieskes	Continuing Education Committee	Chair	lgieskes@richlandlibrary.com

AGENDA

Call to Order 9:43AM

Jimmie Epling, President

Approval of Minutes
[August 10, 2017](#)

Jimmie Epling

Conference Update

Amanda Stone, 1st Vice President

- Many who assisted with the conference last year has agreed to assist for the current year. If you are currently in a role, consider mentoring others to fill your place.
- Sessions should be opening up next week thru the first of June. A diverse committee with evaluate proposals.
 - Include SELA representative.
- David Lankes confirmed as speaker.
- If you have ideas for a pre-session or longer session, contact Amanda.
- Scheduled: Tour of Furman and Mcmillan architects will be a sponsor and tour of Five Forks branch. These will be at the same time.
 - Most likely Wednesday morning
- Hotel will offer shuttle until 11pm to travel downtown.
- The poster session proposals will probably open around June-August.
- We have several sponsors lined up.
- We have a list of vendors we traditionally work with, but if you know of any others, please contact Amanda with that information.
 - ACL lighting
 - Haywood mall
 - Local vendors/makers of library or book related products. (reduced fee)
- Amanda will be on a conference call with SELA about what is needed on their end for the conference.
- Jimmie, Amanda, and Leslie will be making a trip to visit the venue.
- If anyone knows of a coffee vendor to sponsor that would be great.
 - Currently coffee is \$55 per gallon.
- 2019 Conference will be in Columbia.
- May try to have the conference in Greenville every third year.
 - We need to be more inclusive of all SC locations. Lowcountry options?
- VC: Have we thought about combining with other SC library associations? Try to bring them into the fold.
 - DW: It may be difficult. They are established and are highly centered youth services.
 - AS: Maybe we can work more closely with them on advocacy.
 - Can we try to have a table at their conferences?

Membership Report

Leslie Koller, 2nd Vice President

- DW: We do have a webinar platform with 25 spots.

Treasurer's Report

Donald Wood, Executive Secretary

[Budget](#)
[Balance Sheet](#)

- Youth services section event held in February. \$770 income was brought in.
- New list of member has been run, contact Donald for list of your section/round table.
- VC: Could we add a donation option? Amazon smile widget.
 - We previously had that option, but was not used. May need to target a reason (campaign).
 - Proposals would need to go before the board for a vote.
 - Paypal account.
 - DW: SCLA is not tax deductible.

Executive Secretary's Report

Donald Wood

[Nominations](#)

Amanda Stone

- MP: Could we look into an online voting process instead of voting at the conference?
 - We would need to change bylaws to allow changes.
 - This could begin in 2019.

Approval of Board Reports

Jimmie Epling

Approved

Break 11:00-11:09 am

New Business

[Advocacy Update](#)

Virginia Cononie, Advocacy Committee

- Advocacy Activities
- NLLD Update
- Met with Friends of South Carolina libraries.
- National Library Legislative Day this month. Registration closed for in person, but virtual is open.
 - Also a SC legislative day to visit home offices.
 - Last year we had four out of seven districts visited.
 - Thank you campaign.
- Engage page has been updated. Link on SCLA home page "take action."
 - Great showcase of SCLA benefit.
- Advocacy meeting would like to meet in person. After June board meeting, advocacy will meet from 1-3pm.

SCLA Privacy Policy

Jimmie Epling

- We currently do not have a policy. Creating one to be put in front of the board.

Bylaws/Handbook Revision

Jimmie Epling

Executive Secretary vs Executive Director

- Modernizing title name.
- Will be put to vote to change title in bylaws at conference meeting.

Review of SCLA Sub-Groups

Jimmie Epling

- Change groups to be more reflective of current environment.
- There are several inactive groups. Do we need to keep these or remove them?
- Should the groups be listed in the bylaws?

Other Reports

ALA Councilor

Virginia Cononie

APLA Representative

Jimmie Epling

- Funding moving through legislature.
- \$1 million set aside from lottery funds for public libraries.
- DISCUS fully funded and talking books.
- Sponsoring \$1,000 for conference.

SCASL Representative

Jenny Dilworth

SELA Representative

Faith Line

Announcements

Jimmie Epling

Adjournment

12:18pm

REPORTS

Membership Committee

Submitted by Leslie Koller

The Membership Committee now has a full committee with the 2nd VP and 8 members who are willing to serve 1–3 years on the committee.

SCLA will have a table at the LIBRIS Conference on May 18 in Florence. We will be promoting SCLA and the subgroups. Please contact me if you would like to provide materials about your group for the table.

We are working to create a system for reaching out to new/renewing members. This includes creating/maintaining lists of members and library staff throughout the state. It also involves maintaining thorough records of who contacts members and when. Because the 2nd VP serves for only a year, it would be easy to send an email to a director at the end of the year and then have the new 2nd VP send an email in the first few months of their term. We may be wasting time contacting the same people over and over and missing out on the opportunity to contact others.

A Google Drive has been created for the committee, which will allow us to maintain our documents and share them with new members as they join the committee. A Membership Committee listserv has also been created to help us communicate more efficiently.

When I first reached out to the new committee members, I asked if they could share questions, thoughts, and ideas about SCLA that might help us do a better job with promoting membership. Here are some of the responses that I received.

1. What exactly does SCLA offer individuals besides the conference?
2. How can we network with others?
3. How can we reach new members better?
4. We need more intentional and consistent training of new officers for all groups.
5. Many members come to the conference, but what about webinars, workshops, and the like? Membership value needs to be about more than the annual conference.
6. We need to document what we do so that we can pass it on to the next members and leaders. (For all groups.)
7. We need to learn what is expected of us when we attend the leadership retreats. Many of us are new and need guidance on what to do.
8. We need to let library directors know that SCLA reps are willing to come speak to their staff.

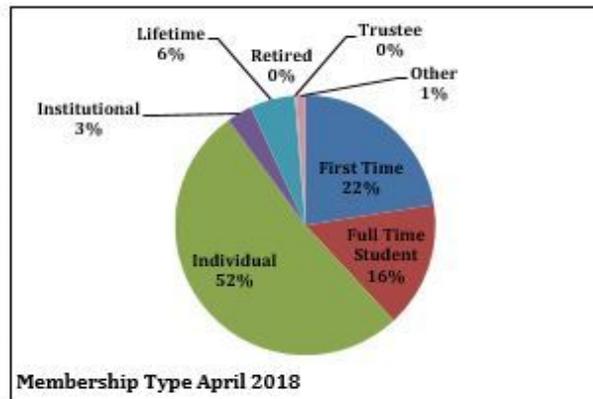
In the coming months, the Membership Committee will work on reaching out to those with lapsed memberships and work on contacting new members.



SCLA Membership Report 2018

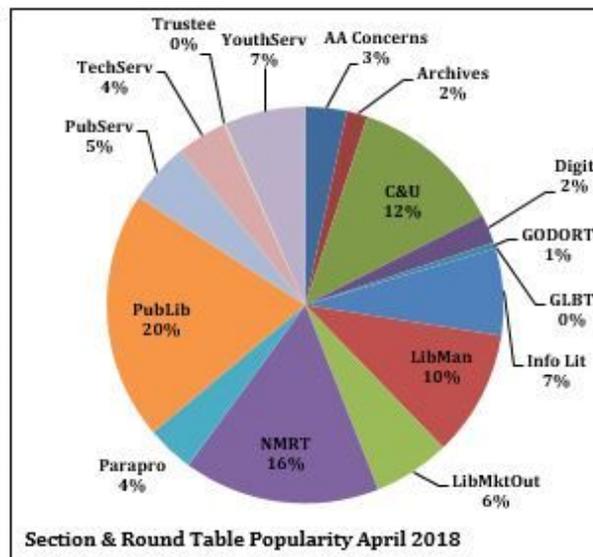
SCLA Board Meeting
April 12, 2018

Membership Type	April 2018	December 2017	Change
First Time	85	79	6
Full Time Student	59	49	10
Individual	196	198	-2
Institutional	12	12	0
Lifetime	21	21	0
Retired	0	0	0
Trustee	1	1	0
Other	4	4	0
Total Membership	378	364	14



Lapsed memberships from 2017–April 2018: 239
Total memberships in June 2017: 440

Section/ Round Table	April 2018	December 2017	Change
AA Concerns	20	25	-5
Archives	10	12	-2
C&U	74	84	-10
Digit	14	15	-1
GODORT	3	6	-3
GLBT	0	0	0
Info Lit	42	47	-5
LibMan	61	63	-2
LibMktOut	37	37	0
NMRT	95	93	2
Parapro	23	26	-3
PubLib	120	121	-1
PubServ	30	36	-6
TechServ	24	26	-2
Trustee	1	3	-2
YouthServ	39	46	-7



Treasurer's Report

Submitted by Kevin Reynolds

Balance sheet



Post Office Box 1333
Columbia, SC 29202-1333
scla@capconsc.com

TO: Kevin Reynolds
SCLA Treasurer

FROM: Donald Wood
Executive Director

DATE: April 10, 2018

RE: SCLA Bank Balances

Following is the SCLA operating statement for the period ending March 31, 2018

NBSC Checking	\$	49,259.49
<u>PayPal Account (pending transfer)</u>	\$	<u>57.42</u>
Total	\$	49,316.91

Budget thru March 31, 2018

SCLA FY 2018 INCOME AND EXPENSES						
Income	Budget	FY 2018	FY 2017	FY 17 Rollover	Variance	Related Notes
Round Table Income						
African American Concerns	\$0.00	\$0.00	\$0.00	\$317.50	0.00	
Archives & Special Collections	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Digitization of Cultural Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Government Documents	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Information Literacy	\$0.00	\$0.00	\$910.00	\$413.15	0.00	
Library Marketing & Outreach	\$0.00	\$0.00	\$0.00	\$80.00	0.00	
New Member	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Paraprofessional	\$0.00	\$0.00	\$940.00	\$446.25	0.00	
Total	\$0.00	\$0.00	\$1,850.00	\$1,256.90	0.00	
Section Income						
College & University	\$0.00	\$0.00	\$0.00	\$291.38	0.00	
Library Management	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Public Library	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Public Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Technical Services	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Trustees	\$0.00	\$0.00	\$0.00	\$0.00	0.00	
Youth Services	\$0.00	\$770.00	\$0.00	\$0.00	770.00	
Total	\$0.00	\$770.00	\$0.00	\$291.38	770.00	
Annual Conference						
Exhibitors	\$12,000.00	\$0.00	\$10,759.20		12,000.00	
Registration	\$40,000.00	\$0.00	\$37,575.00		40,000.00	
Sponsorships	\$12,000.00	\$0.00	\$12,564.00		12,000.00	
Other Events	\$3,500.00	\$0.00	\$6,552.20		3,500.00	
Total	\$67,500.00	\$0.00	\$67,450.40		67,500.00	
Dues						
Dues, Personal	\$18,000.00	\$2,690.00	\$16,387.00		15,310.00	
Dues, Institutional	\$2,000.00	\$375.00	\$2,050.00		1,625.00	
Dues, Sustaining Member	\$300.00	\$0.00	\$400.00		300.00	
Dues, Exhibitor	\$70.00	\$0.00	\$70.00			
Total	\$20,370.00	\$3,065.00	\$18,907.00		17,305.00	
SCLA Scholarship Income	\$1,500.00	\$7.26	\$1,055.00		1,492.74	
Miscellaneous Income	\$100.00	\$0.00	\$73.92		100.00	Amazon Smile
Total Income	\$89,470.00	\$3,842.26	\$89,336.32	\$1,548.28	85,627.74	
Expenses						
	Budget	FY 2018	FY 2017	FY 17 Rollover	Variance	Related Notes
Round Table Expenses						
African American Concerns	\$0.00	\$0.00	\$0.00		0.00	
Archives & Special Collections	\$0.00	\$0.00	\$0.00		0.00	
Digitization of Cultural Materials	\$0.00	\$0.00	\$0.00		0.00	
Government Documents	\$0.00	\$0.00	\$0.00		0.00	
Information Literacy	\$0.00	\$0.00	\$563.98		0.00	
Library Marketing & Outreach	\$0.00	\$0.00	\$0.00		0.00	
New Member	\$0.00	\$0.00	\$0.00		0.00	
Paraprofessional	\$0.00	\$0.00	\$551.25		0.00	
Total - Round Tables	\$0.00	\$0.00	\$1,115.23		0.00	
Section Expenses						
College & University	\$0.00	\$0.00	\$0.00		0.00	
Library Management	\$0.00	\$0.00	\$0.00		0.00	
Public Library	\$0.00	\$0.00	\$0.00		0.00	
Public Services	\$0.00	\$0.00	\$0.00		0.00	
Technical Services	\$0.00	\$0.00	\$0.00		0.00	
Trustees	\$0.00	\$0.00	\$0.00		0.00	
Youth Services	\$0.00	\$41.60	\$0.00		(41.60)	
Total - Sections	\$0.00	\$41.60	\$0.00		(41.60)	

Total Sections & RTs	\$0.00	\$41.60	\$1,115.23	(41.60)	
Bank/PayPal Fees	\$1,000.00	\$70.90	\$1,629.85	929.10	
Standing Committees					
Archives & History	\$0.00	\$0.00	\$0.00	0.00	
Awards Committee	\$700.00	\$0.00	\$668.75	700.00	
Constitution & Bylaws	\$0.00	\$0.00	\$0.00	0.00	
Editorial	\$0.00	\$0.00	\$0.00	0.00	
Financial Planning	\$0.00	\$0.00	\$0.00	0.00	
Intellectual Freedom	\$0.00	\$0.00	\$0.00	0.00	
Legislative	\$1,800.00	\$375.00	\$1,708.84	1,425.00	
Library & Personnel Standards	\$0.00	\$0.00	\$0.00	0.00	
Marketing	\$0.00	\$0.00	\$0.00	0.00	
Membership	\$150.00	\$0.00	\$164.26	150.00	
Nominating	\$0.00	\$0.00	\$0.00	0.00	
Planning	\$0.00	\$0.00	\$0.00	0.00	
Scholarship for Diversity	\$1,800.00	\$0.00	\$0.00	1,800.00	
Sponsorship	\$0.00	\$0.00	\$0.00	0.00	
Total - Committees	\$4,450.00	\$375.00	\$2,541.85	4,075.00	
Annual Conference					
Exhibitors	\$3,250.00	\$0.00	\$3,419.82	3,250.00	
Speakers	\$3,500.00	\$0.00	\$1,177.16	3,500.00	
AV Related Costs	\$7,000.00	\$0.00	\$7,724.46	7,000.00	
Equipment	\$500.00	\$0.00	\$499.00	500.00	
Rental Fees	\$250.00	\$0.00	\$156.81	250.00	
Registration	\$1,250.00	\$0.00	\$2,883.60	1,250.00	conference bags (sponsored)
Food & Beverage/Taxes	\$30,000.00	\$0.00	\$30,560.56	30,000.00	
Lodging	\$1,250.00	\$0.00	\$740.10	1,250.00	
Miscellaneous	\$2,000.00	\$0.00	\$828.02	2,000.00	
Total - Conference	\$45,000.00	\$0.00	\$47,989.53	49,000.00	
Operations					
Executive Board	\$300.00	\$81.96	\$274.45	218.04	
Management Fees	\$18,500.00	\$4,624.98	\$18,499.92	13,875.02	
Miscellaneous	\$250.00	\$0.00	\$630.44	250.00	Go To Meeting
Website Management	\$3,000.00	\$395.64	\$3,753.42	2,604.36	
Postage	\$250.00	\$19.26	\$272.65	230.74	
Printing	\$2,000.00	\$87.60	\$2,753.20	1,912.40	
Supplies	\$500.00	\$0.00	\$444.73	500.00	
Telephone	\$100.00	\$0.00	\$0.00	100.00	
President	\$1,800.00	\$0.00	\$1,455.77	1,800.00	
1st Vice President	\$1,000.00	\$0.00	\$0.00	1,000.00	Includes cost related to Mid-Winter (2018)
Treasurer	\$100.00	\$0.00	\$0.00	100.00	
ALA Councilor	\$1,800.00	\$307.30	\$946.90	1,492.70	
Emerging Leader	\$1,000.00	\$500.00	\$1,000.00	500.00	
Professional Fees	\$1,700.00	\$0.00	\$1,673.00	1,700.00	Includes D&O and Liability Insurance/GTM software/900 Prep
Operational Expense	\$1,000.00	\$0.00	\$0.00	1,000.00	
Reimbursements				0.00	
Program Grant	\$1,000.00	\$0.00	\$0.00	1,000.00	
Total - Operations	\$34,300.00	\$6,016.74	\$31,704.48	28,283.26	
Expense Total	\$88,750.00	\$6,504.24	\$84,980.94	82,245.76	
Net Operating Income	\$720.00	(\$2,661.98)	\$4,355.38	(3,381.98)	

Nominating Committee

Submitted by Amber Conger

Nominations are open for the following SCLA Executive Committee officer positions:

- ALA Councilor (3-year term)
- Secretary
- Treasurer (2-year term)
- 2nd Vice-President/Membership Chair
- 1st Vice-President/Conference Chair
- President-Elect

To date, nominations have been received for ALA Councilor and Secretary. The 1st Vice-President and President-Elect positions are typically filled by 2018's 2nd and 1st Vice-Presidents. Treasurer and 2nd Vice-President are completely open.

An online nomination form will be emailed to the membership following this meeting. We welcome nominations from those interested in serving in these leadership positions as well as nomination recommendations. Note that if you are submitting a nomination for someone other than yourself, then that nominee must accept the nomination in order to appear on the ballot for the election which will take place at the First General Session of the Annual Conference in October. For a list of officer duties, refer to [page 14 of the SCLA Handbook](#)

Nominations will be accepted through Friday, July 13th and be presented at the August 2018 SCLA Board of Directors meeting. For nominees, a JPEG photograph and any other needed information will be requested at a later date.

Please contact SCLA Immediate Past-President and Nominating Committee Chair, Amber Conger, at amberc@kershawcountylibrary.org if anyone has any questions.

Advocacy Committee

Submitted by Virginia Cononie

Meetings: November 29th
 February 28th
 March 28th
 June 19th- Proposed to meet in person

NLLD Update: 11 known advocates

SCLLD: Proposed Dates: Mar 26 - **Aug 6- Sep 3**, Sep 10-11, Sep 19, Oct 8, **Oct 29- Nov 12**, Nov 19-Nov 23 Dec 14

Newly Formed Task Forces

- Library Legislative Day (Tamara, Ray, Taylor, Emily, Terry)
 - Forming Dates for SCLLD
 - Help organizing NLLD
 - Need State Library representative to serve here
- Engage (Lina, Taylor, Emily, Terry)
 - Creating subpages
 - Surveying current engage subscribers
- Grassroot Effort (Chris, Terry, Ellan, Michelle)
 - Create Thank you campaign
 - Create campaign for past SCLLD, NLLD Stories to be submitted
 - (Connection here with SCASL)
- Tracking Issues (Lina, Taylor, Chris, Terry)
 - (Direction from State Library representative?)

New Changes on CQ Engage Site
Updates on Connections. FOSCL, DHEC

ALA Councilor

Submitted by Virginia Cononie

ALA Midwinter- Denver Colorado

Virginia Cononie

⇒ *Advocacy Bootcamp*

Libraries transform lives.

Libraries transform communities.

Library professionals are passionate advocates for lifelong learning.

Libraries are a smart investment.

⇒ *Council I*

Voted Yes:

[ALA Scholarships and Study Grant Committee](#)

New Scholarship for Lois Ann Gregory

Voted Yes:

[Personal Dues Adjustment](#)

Small increases for each section.

Voted Yes:

ALA Honorary Membership
Julie Todaro nominates Carla Hayden

⇒*Chapter Councilor Forum*

Topic 1- How do councilors decide on what to send to their listservs

Topic 2- Management companies- Others use Amigos

Topic 3- Do you have a part-time lobbyist?

Topic 4- Asking for a school librarian to be required in all schools

Topic 5- Issues in your chapter- Advocacy

⇒*Council II*

Voted Yes: (Changes in wording)

[Policy Monitoring Committee \(PMC\) Report](#)

Reports are available in council document link below.

Worked in groups for activity/brainstorm:

>Ideal organization looks like:

- Diverse, Affordable, Passionately advocating, Simplistic and concise, Intentional and smart, agile and relevant.

>Ideal organization does:

Educates, Advocates and Supports= All library workers.

>3 ways to get there:

Consider all economic backgrounds to bolster membership

Consider discontinuing midwinter and creating more virtual meetings and state/regional activities.

Intentionally and effectively choose diverse leaders for leadership roles

⇒*Council III*

Voted Yes:

[Intellectual Freedom Committee- Net Neutrality](#)

Voted Yes:

Intellectual Freedom Committee- Visual Presentation to Lib Bill of Rights

ALA Strategic Direction- Advocacy, Information Policy, Professional & Leadership Development, Equity, Diversity and Inclusion.

[All Council Documents](#)

- Things of note: <http://www.jclcinc.org/jclc-2018/>
 - The inaugural Joint Conference of Librarians of Color (JCLC) -- held in Dallas, TX at the Adam's Mark Dallas Hotel from October 11–15, 2006 -- was the first-ever national conference to be held and sponsored by the five Associations of Ethnic Librarians. Over 1000 attended and the conference

proceeds were divided equally among the five groups for their scholarship endowments.

- Next conference: New Orleans: June 21-28 <https://2018.alaannual.org/>
- We had a joint meet up with SLIS. Will be doing this again in New Orleans. Worked with David Lankes and Trey Patty.

SELA

Submitted by Faith Line

SELA is excited to meet with SCLA in the Fall. Some members may want to present programs, so please let Faith know when the proposals are due.

We will hold a Summer meeting in August of this year in Birmingham, Alabama for officers and committees. If anyone would like to get involved with SELA, just let Faith know also (fline@andersonlibrary.org)

College and University Section

Submitted by Catherine Goodwin

Leadership Retreat 1/27/2018

The officers of the Section met with members of the Information Literacy Roundtable during the SCLA Leadership Retreat on January 27 for initial discussion of iTeach5, tentatively scheduled for July. Potential keynote speakers were discussed, as well as possible locations for the workshop. iTeach has provided lunch in the past, but eliminating this would reduce costs significantly, avoid catering requirements and allow us to consider other locations. Possible themes focused on presentation skills: public speaking, confidence in teaching, developing lessons and topics, improv for librarians and speaking preparations. iTeach has focused on academic librarianship in the past, but the theme of public speaking and program design is relevant to public librarians as well.

ACRL eLearning Webcasts

As an ACRL chapter, the Section can provide two ACLR e-learning webcasts per year at up to six sites at no cost to participants. The two sessions are scheduled as follows; the archived recordings are provided to Section membership after the event.

March 20, 2018: [Applying Information Literacy to Digital Humanities Projects](#)

Locations and attendance:

USC (2), Clemson (6), Furman (5), Trident Technical College (2)

Forthcoming:

May 2, 2018: [Critical Thinking About Sources: Lessons and Activities for First-Year Students](#)

Locations: USC-Columbia, Furman, Clemson, Trident Technical College (pending confirmations)