METROLINA LIBRARY ASSOCIATION

MINUTES OF THE BOARD MEETING

THURS. FEB. 21ST, 2013, 2 P.M. -- 3:30 P.M.

Central Piedmont Community College, Harris Campus, Building I room 1226

3210 CPCC Harris Campus Drive, Charlotte

**Board Members Present:** Joli McClelland, Brenda Almeyda, Denelle Eads, Rebecca Freeman, Valerie Freeman, Jo Henry, Melinda Livas, Frank Newton, Julie Obst, Sherrill Shiraz, Doug Short.

**Board Members Absent:** Katy Hill, Beth Martin, LaJuan Pringle.

**1. Minutes of Last Board Meeting (Frank).** Minutes of the Jan. Board meeting were approved.

**2. Treasurer's Report (Jo and Doug).** Jo reported we have $10,409 in the bank. Eighteen people have paid their 2013 dues so far.

**3. New Board Member.** Joli introduced Brenda Almeyda, newly appointed Board member at large who's at the Research Campus of Rowan-Cabarrus Community College at Kannapolis.

**4. MLA Brochures (Melinda).** Melinda distributed a draft of the new brochure. Brenda added her name to the list of Board members in the brochure, and a couple of updates were pointed out. Joli offered to send Melinda the 2013 MLA logo (but see further discussion below under #7). Melinda will make the final additions and corrections to the brochure before having it printed.

**5. Program Planning -- Spring Program (April 4th).** LaJuan has reserved Hickory Grove Library for the Technology Summit Thurs. April 4th. Doug is bringing the program together; he summarized the scope of the program as "technology that makes your work life easier." Julie has offered to be a presenter; Joli will ask Martin if he could present, and Joe Eshleman has offered to present. Valerie advised we should provide drinks and snacks. Joli mentioned BrainShark, free movie-making software similar to Jing, as a possible online program to be demoed at this program.

**6. Program Planning -- 2013 Metrolina Information Literacy Conference (June 13th).**

**(a) Sponsors** **(Joli).** Joli reported that SpringShare has signed up for a gold sponsorship ($500), but we have not heard back from any of the other potential sponsors we have contacted. Doug will try to contact a person he knows at Ebsco. Other possibilities: Julie mentioned Clark's Shoes; Sherrill mentioned Scholastic Books.

**(b) T-shirts (Jo).** Jo calculated T-shirts might cost MLA $800 total if we make them for ca. 115 attenders (the number we had last year). She observed that we need to include a spot for people to write their T-shirt size on the registration form, so we get the right numbers of each size. Julie will ask CPCC who is their T-shirt provider.

**(c) Conference structure, and possible deadline extension.** Valerie said we may not need as many presentation slots as we had last year (16). She felt twelve is an ideal number of presenters; twelve would allow us to go down from four tracks to three. Melinda said from talking to people she knows more proposals for talks will come in before the March 1st deadline. Valerie felt we could afford to extend the poster proposal deadline to May 1st.

**(d) Breaks and snacks.** Valerie is working on a contract for food tents (booths) such as we had last year.

**(e) Menu (Valerie).** The three entrées will be barbecue chicken and barbecue pork and veggie burgers. Valerie told the menu people she expected 30% of the people to go for the veggie burgers.

**(f) Printed program.** Valerie will arrange for the printing of the program. She noted that Johnson & Wales may need MLA to cover some of the costs of printing the program this year.

**(g) Review of proposals.** The committee to review proposals will be Valerie, Julie, Melinda, Doug, Brenda, Rebecca, and Sherrill. They'll meet at Johnson and Wales Thurs. March 14th. Applicants will hear back from us by April 1st whether they have been accepted.

**(h) Bags and materials for registrants.** We need to order more pens from Pens'R'Us. Melinda will get a price quote for 200-250 blue keyrings for the MILC goody bags.

**7. Metrolina Logo.** We decided to discontinue the glass-of-milk conference logo we used last year (the MILC pun). We'll use our general Metrolina logo on the brochure and the T-shirt and the conference program. But our Metrolina logo needs to be brought into a newer computer environment. Julie volunteered to see if the Graphic Design people at CPCC could execute this work for us. We're not aiming to come up with a new design, but the existing design may need to be recreated or redrawn in a newer software program.

**8. Social Event in June.** We'll plan to get together at VBGB (Very Big German Beer) in Charlotte on Thurs. June 6th (a week before MILC).

**9. Metrolina Web Site.** Board members should send pictures of themselves for inclusion on web site to Julie or to metrolina.library@gmail.com . Julie will also add Board members' E-mail addresses to the web site.

**10. Upcoming Board Meetings.** Dates for several upcoming meetings were set as follows.

Thurs. March 28th -- next Board meeting, 2-4 p.m. If Doug feels the April 4th program is under control, we may cancel the March 28th meeting.

Thurs. April 18th -- Board meeting.

Thurs. May 23rd -- Board meeting.

**11. Membership Renewal.** Jo suggested we check who were MLA members last year who haven't renewed their membership, and send them a reminder.

**12. Maternity Leave for the President (Joli).** Joli's maternity leave is coming up. She mentioned that she has given Vice President Doug her MLA files on a flash drive.

Respectfully submitted,

Frank Newton

MLA Secretary

2-27-2013