

**METROLINA LIBRARY ASSOCIATION
MINUTES OF THE BOARD MEETING BY EMAIL**

Monday, November 16 – Tuesday, November 24, 2015
Meeting was held by email.

Attendance: ~~Brenda Almeyda~~, Paula Brown, Rebecca Freeman, ~~Valerie Freeman~~, Jo Henry, Melinda Livas, Rae Lovvorn, Richard Moniz, LaJuan Pringle, ~~Sherrill Shiraz~~, Doug Short, Betty Thomas, Michael Winecoff

Richard emailed that he was short staffed and would have to cancel our board meeting. He offered to hold the meeting via email or have Rebecca conduct meeting. Rebecca replied that she was fine with either an email meeting or conducting a meeting. Melinda offered access to GoToMeeting. Consensus of the group was to have meeting by email.

Minutes. The October 29th board meeting minutes were approved.

Treasurer's Report. Jo emailed the Treasurer's report. Our ending balance is \$8824.65.

December Luncheon

Cost. Richard reported an anonymous donation to defray room cost at Olde Mecklenburg Brewery. Jo reported that we added the cost of a drink (soda, tea or lemonade) per person and tax and tip which would bring cost up to \$20 just for food.

Attendance. Rebecca reported 8 people registered to date for event. After talking with OMB, she reported we would need a head count by December 4.

Menu. Jo reported the luncheon would be buffet style. Rebecca followed up with OMB to find out that the kitchen will make individual plates for those needing Gluten Free meals. OMB would need to know how many in advance. Rebecca recommended Wurst Buffet #2 option with sides and house salad that will total \$11 per person. Rebecca reported pitchers of tea and lemonade at \$5 per pitcher and sodas behind the bar at \$2 per soda. We will only be charged what we drink. Jo stated that whatever is chosen, we have \$15 for food and \$2 per person for drink to spend. Rae, Paula, Richard, Michael, Jo and Betty approved Rebecca's menu recommendation.

Publicity. Rae said she would keep re-running the December event posts on Facebook and Twitter. Betty posted flyer to Charlotte School of Law Blog and emailed Charlotte Law library staff. Rae also sent flyer to USC library school and alumni. LaJuan said he would forward the flyer to the NCLA listserv. Richard stated he would contact Lee at UNCG.

Seating. Rebecca in a follow up email asked for preferences of classroom like seating or conference lunch style arrangement. Melinda, Betty, and Richard preferred conference lunch seating so Rebecca made the decision to go with conference lunch style seating.

Annual Conference

Date. Jo reported that she heard back from CPCC that our 2016 conference date is June 9th, 2016. Richard commented that it was unfortunate that we have had to push the date back and that he would need to apologize to the school librarians because the conference would come before the end of the school year.

Sponsors. Jo reported that she is getting out the flyer to conference sponsors. She reiterated a proposal to have a \$1000 sponsor level which would provide an opportunity for a sponsor to have a 5 minute PowerPoint presentation during lunch. Michael and Jo gave examples of sponsors at other conferences doing something similar. Although he was ok with the proposal, Richard voiced a concern about monitoring presenters. Rebecca, Rae, Paula and Betty felt the plan would provide an incentive for sponsors to pay a higher amount and supported the proposal. Jo indicated all the sponsors she solicits are library related with a list on Google drive.

Election. Paula said she would put election information up on the website on Tuesday. Doug responded that unless he received another candidate nomination by end of the day (November 16th), there would not be any need to put anything on the website and Michael Winecoff would be Vice President.

Next Meeting

The next meeting will be the Friday, December 11th luncheon at 11:30 to 1:30 pm at the Olde Mecklenburg Brewery, located at 4150 Yancey Road in Charlotte.