

Paraprofessional Section Board Meeting Minutes
August 27, 2008 / 10:00 AM
Loren Eiseley Branch, Lincoln Public Library
Lincoln, Nebraska

I. Call to Order – La Raine Cihak

Attendance: Attending: Janet, Angela, Bonnie, Jennifer, Martha, Mary
 Absent: Gayle, Jenni, Karen

II. Agenda Review

Call for approval of **agenda**. Janet motioned for approval, Angela seconded. Motion carried.

III. Minutes

Approval of **minutes** from 05/08/08 meeting. Angela motioned to accept, Martha seconded. Motion carried. Janet will post to website.

IV. Officer Reports

Chair:

La Raine did not attend last NLA meeting. Jenni attended and presented our proposed bylaws change. NLA would like the Para bylaws to align with theirs, which would mean approval of proposed changes.

Vice Presidents/Chair Elect:

Mary – No report.

Treasurer:

Jenni absent, but emailed updated budget prior to meeting. Copy attached. Janet presented some possible problems in balancing budget with expenditures (notated copy of budget attached). Modifications were made.

V. Committee Reports

Archive: No report.

Bylaws: Angela has prepared the proposed changes for publication in the next issue of the *Keynote*. They will be voted on at the Paraprofessional general meeting at NLA Conference.

Citations & Publicity:

Jennifer suggested limiting conference scholarships to remain on budget. Two will be offered for Conference.

It was decided to forego a raffle basket this year and raffle off an I-pod shuffle (silver) instead. The section will provide a basket for raffle in those years when a scavenger hunt is not planned. Jennifer will send out notice advertising the single item raffle (I-pod).

Membership:

Karen absent - No report.

Keynote:

Janet is working on compiling latest edition, requests for materials was sent out earlier this week. The issue is planned for publication next week. Janet noted that the *Keynote* is totally electronic and there are no longer any mailings going out.

Spring Program:

Martha suggested a possible date of March 18, 2009 for the Spring Meeting. Possible themes:

Education Enhancement

Entertainment & Recreation @ Your Library

Universe & Anything

Survive @ Your Library - The idea of using a “Survivor” inspired logo was presented.

Paras : Past, Present, Future

Possible speaker – Kit Keller (Where Being a Para Can Lead You)

Martha will prepare “save the date” information for conference.

VI. Old Business

Conference sessions – Request for Para hosts at each sponsored session. Janet handed out session schedules. A motion was made to give honorariums for session speakers (\$20 gift certificates). Janet made the motion, Martha seconded.

Scavenger Hunt – Janet and Martha have been working on finalizing plans for the scavenger hunt. Silver items have been collected. Plans are for a Bingo card with brief title of each item placed in participants’ booths (approx. 400 to be printed, silver/gray paper).

Potential Prizes:

- 1) \$100
- 2) \$75 Gift card to an online jewelry store
- 3) Silver I-pod shuffle (\$50)

Other potential prizes: mini-keg Coors, Hershey Kisses (give each participant a Hershey’s Kiss when they turn in their bingo card), DVDs (*Rise of the Silver Surfer*), CDs – Silver Bullet Band, etc.

Anniversary Party/Special Meeting – The suggestion was made to move the Anniversary celebration and hold it in conjunction with the Spring Meeting. Janet suggested more promotion and scholarships to encourage participation in this event.

VII. New Business

Para of the Year:

There were two nominees for Para of the Year – Janet Greser and Nancy Meyer. A count of votes by the Board named Janet Para of the Year.

Para Scholarships for NLA:

There will be two (2) scholarships available for Fall conference.

NLA Conference:

Sessions are finalized.

Bookmarks:

Janet will revise and use the 25th Anniversary theme, including key dates and history items plus the Spring Meeting date (this can be used as the “save the date” handout). Print 800.

Bylaws:

Information on the voting for the proposed change has been placed on Para website and in the *Keynote*.

VIII. Adjournment

Mary made a motion to adjourn, Jennifer seconded. Meeting adjourned.

Submitted by Bonnie Henzel, Secretary

Paraprofessional Budget Report 8-18-08						
	2007 Actual	2008 Projected	2008 YTD	Percentage	% 2008/2007	Notes
Training						
Spring Meeting						
Speaker fees/thank you	\$105.07	\$140.00	\$146.76	105%	140%	4-\$20 g.c + 1 mileage payout
Site fees						
Lincoln	\$605.62	\$650.00	\$535.00	82%	88%	discount for sound/picture problems
Parking		\$0.00				
Omaha	n/a	\$0.00				
Sidney	n/a	\$0.00				
Postage & Copies	\$54.20	\$75.00	\$52.55	70%	97%	
Refreshments						
Lincoln	\$39.96	\$40.00	\$22.55	56%	56%	
Omaha		\$10.00				
Lunch						
Lincoln	\$120.46	\$130.00	\$131.52	101%	109%	
Omaha	\$27.39	\$35.00	\$31.90	91%	116%	
Misc.	\$10.10	\$15.00		0%	0%	
Total Spring Meeting Budget	\$962.80	\$1,095.00	\$920.28			
Fall Conf.						
Workshops	\$60.00	\$150.00		40%	0%	
Raffle expenses	\$57.98	\$75.00		77%	0%	
Scavenger Hunt expenses	\$427.81	\$300.00		143%	0%	
Registrations-Chair & Vice Chair	\$216.00	\$216.00		100%	0%	
Scholarships						
'08 Conference	\$100.00	\$200.00		0%	0%	
Spring Meeting		\$36.00	\$30.00	83%		
Leg Day '07	\$32.00	\$34.00		0%	0%	
Para section adds	\$10.00	\$50.00		0%	0%	
Paraprofessional of the Year	\$100.00	\$100.00		0%	0%	
Board Award			\$35.00			
Promotion						
Keynote: Spring	\$38.04	\$10.00		0%	0%	
Fall	\$4.80	\$10.00		0%	0%	
Publicity-mailings, pens, pins, etc.		\$300.00	\$3.62			mailing DVD, Tshirt
Pens			\$239.04			
T-shirts			\$344.13			\$8.15 mailing Tshirts
Mileage						
Miscellaneous	\$6.82	\$50.00	\$16.42	33%	241%	film developed
TOTAL Expenses	\$2,016.25	\$2,626.00	\$1,588.49	60%	79%	
Projected Income						
Beginning Cash balance	\$550.36	\$2,603.65	\$587.40	23%	107%	
Grants/Other funding	\$605.62	\$650.00	\$535.00	82%		NLC letter of intent funds
Spring Mtg. Registrations	\$521.00	\$500.00	\$460.00	92%	88%	
Membership Dues	\$616.50	\$550.00	\$634.50	115%		1st dist. early
Raffle tickets	\$109.08	\$200.00		0%		
Workshops						
Scavenger Hunt donations	\$200.00	\$200.00		0%		
Tshirt sales			\$52.00			
Miscellaneous/ Donations						
Interest	\$1.09	\$1.00	\$0.16	16%		
TOTAL Income	\$4,705	\$4,704.65	\$2,269.06	48%	48%	
		End Balance				
Bank Account Balance:		\$680.57				

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Fall Conf.						
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Raffle expenses	\$57.98	\$75.00	75	77%	129%	
Scavenger Hunt expenses	\$427.81	\$300.00	300	143%	70%	
Registrations-Chair & Vice Chair	\$216.00	\$216.00	200	100%	93%	La Raine & Mary
Scholarships			\$100			
'08 Conference	\$100.00	\$200.00	200.00	100%	200%	
Spring Meeting		\$36.00	30.00	83%		
Leg Day '07	\$32.00	\$34.00	\$0.00	0%	0%	
Para section adds	\$10.00	\$50.00	\$0.00	0%	0%	
Paraprofessional of the Year Board Award	\$100.00	\$100.00	100.00	100%	100%	
			35.00			
Promotion						
Keynote: Spring	\$38.04	\$10.00	\$0.00	0%	0%	
Fall	\$4.80	\$10.00	3.00	30%	63%	
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Workshops						
Scavenger Hunt donations	\$200.00	\$200.00		0%		
Tshirt sales			\$52.00			
Miscellaneous/ Donations						
Money from other Sections			\$75.00			
Money from Raffle			\$50.00			
Money from T-shirts			\$50.00			
Interest	\$1.09	\$1.00	\$0.16	16%		
TOTAL Income	\$4,705	\$4,704.65	\$2,444.06	52%	52%	
		End Balance				
Bank Account Balance:		(\$182.43)				

7 #1 50 each
 \$45
 \$40
 \$200

out all emails

Prayed for Para Event!

\$25
 -210

Bookmarks