

**Paraprofessional Section Board Meeting Minutes**  
**October 12, 2007 / 10:30 AM**  
**Nebraska Library Commission**  
**Lincoln, Nebraska**

**I. Call to Order** – Gayle Roberts

Attendance: Attending: Gayle, Jenni, Janet, Angela, Bonnie, Jennifer, La Raine, Karen, Martha

**II. Agenda Review**

**Agenda** was approved.

**III. Minutes**

Approval of **minutes** from 10/27/07 meeting. Angela motioned to accept, Martha seconded. Motion carried. Janet will post to website.

**IV. Reports**

**Chair:**

Gayle gave an overview of the NLA Board meeting held September 21, 2007.

- Angela represented Gayle at the meeting. Discussion included the merger of PLS & TUFTS, *NLAQ* editor, certificates to NLA store (Paras will receive an additional three (3) for scavenger hunt).
- Suggested that the Para Board draft a letter to allow a vote by proxy for members attending NLA meetings in place of voting members. Tabled.

**Vice Presidents/Chair Elect:**

La Raine informed the board that she has resigned her position with the Friend Library. She will continue to remain involved with the Paraprofessional section. She also reviewed the two sessions that the group is sponsoring for Fall conference.

**Treasurer:**

Jenni presented an update of the account. La Raine will be accepting payment for attending the conference in Kearney due to resignation from her library position.

It was decided to allot \$250 from the group to cover scavenger hunt costs. Jenni will send out a reminder email to vendors/sections to try to increase participation in scavenger hunt. Janet will check on NLC and Nebraska Center for the Book participation.

Jennifer will resend information on conference scholarships.

Honorariums for conference presenters: 3 @ \$30.00

Karen motioned, La Raine seconded. Filed for audit.

**Web:**

Janet is continuing to add agendas, minutes, etc. to archives on the website.

**Keynote:**

Janet noted that the *Keynote* being online has reduced mailing costs to just \$4.80 per issue.

**Publicity:**

Jennifer will prepare a Scavenger Hunt flyer to have available at the registration table for NLA Conference. It was suggested that it also be posted at various places throughout the facility (elevators, bathrooms, etc.). She will also advertise the hunt and the raffle on the listserv prior to conference.

The purchase of the pens will wait until spring. It was suggested that these could be used to promote the Para Section 25<sup>th</sup> Anniversary.

**Membership:**

Karen noted that membership in the Para section has increased. NLA has made the decision to increase dues. The notice will be included in the conference packet and will be voted on at the NLA conference meeting.

Karen mentioned that SELS will have a hospitality room at conference. Free will donation.

**V. Old Business**

**Scavenger Hunt** – Need a final vendor/section count for passports. Jenni noted that \$75.00 has been received from outside sources and another \$125.00 promised. She will notify the board if any additional monies are donated for the hunt. Gayle said that \$68.00 has been spent on decorations, but expects it to total \$100.00. It was recommended to give an accounting of monies spent to the sections that donated. La Raine moved that Paras allot \$250 from budget and \$125 possible liability (if other sections do not follow thru) for the scavenger hunt for Fall conference. Jenni seconded. Motion carried.

**Raffle** - \$75-100 recommended for basket.

**Fall Conference** – Janet will send out a signup notice to help staff the Para booth. She will also supply a copy of the schedule at the booth. This will also be available on the website.

Jennifer will email Gayle the scavenger hunt flyer to be printed (color). Gayle will bring flyers to conference.

Gayle will send a reminder email to Para members about the booth and luncheon meeting. Gayle will prepare the agenda, Jenni the budget, etc.

Jenni will send thank-you notes post-conference to include the honorariums for our presenters.

**VI. New Business**

**Spring Meeting** – Martha Grenzeback is the meeting chair. Janet noted that the checklist is available and the date has been booked. Theme : Library Puzzle – Putting the Pieces Together @ Your Library (March 19, 2008). Martha and Gayle will work on a handout to be available at the Fall conference (Para booth, NLA luncheon, Para luncheon, keynote speaker).

**VII. Adjournment**

Gayle made a motion to adjourn. Jennifer seconded. Meeting adjourned.

Submitted by Bonnie Henzel, Secretary