

NLA Paraprofessional Section General Fall Meeting  
October 7, 2011 in Lincoln, NE

Prior to the business meeting, those attending introduced themselves and told where they worked. Notes to remember our Spring Meeting date and to like us on Facebook were on the tables. Twenty-two people attended the luncheon and stayed for the business meeting.

**I. Meeting called to order by Marguerite Miller, chair**

- a. Approval of Agenda was moved by Terri Johnson and seconded by Chrystal Dawson.
- b. Approval of the spring meeting minutes was moved by Angela Kroeger and seconded by Janet Greser. Motion passed.

**II. Officer Reports**

- a. **Chair:** Marguerite noted the increased use of our blog and Facebook. She encouraged all Para section members to feel welcome to post on these two sites.
- b. **Vice-chair:** Chrystal Dawson announced that the Para section sponsored 8 conference sessions and one pre-conference at this year's fall conference. Session attendance is below:
  - i. *How to Keep the Bricks and Mortar Pre-Conference: 30 + 5 speakers = 35*
  - ii. *One Book, One Nebraska and More: Sally Snyder & Kathryn Brockmeier – 39 + 3 speakers = 42*
  - iii. *Dream Big: Summer Reading Program 2012: Sally Snyder – 36 + 1 speakers = 37*
  - iv. *The Triple Threat of Community Connections: Nancy Chmiel, Deb Vinopal, & Sara Kolala – 17 + 3 speakers = 20*
  - v. *Cultivating Nebraska Librarians: Meet the Interns and Scholarship Recipients: Mary Jo Ryan & Kathryn Brockmeier – 21 + 2 speakers = 23*
  - vi. *The Library Connection: Collaborative Efforts of a Joint Facility: Norma Pountney, Rose Barcal, Gary Katz, & Rachel Steiner – 3 + 3 speakers = 6*
  - vii. *The Basics of Flickr and Its Possibilities at the Library: Scott Clark – 33 + 1 speaker = 34*
  - viii. *Libguides @ Your Library: Create Web Content without Tears: Martha Grenzeback & Marguerite Miller – 56 + 2 speakers = 58*
  - ix. *Best New Youth books of 2011: Sally Snyder – 57 + 1 speaker = 58*
- c. **Past-chair:** Angela Kroeger said thank you to the group as she completed her term on the Para board. Angela was elected this year as the Vice-chair/chair elect of TSRT (Technical Services Round Table).
- d. **Secretary/Treasurer:** Minutes from our board meetings are on the website. As of October 1, we have \$1072.71 in our banking account which includes a \$100 donation from the Public Library & Trustees Section for co-sponsoring the scavenger hunt prizes. I will add \$25 from the New Members Round Table for the same purpose. I have about \$400 in expenses not deducted yet for Fall Conference and Para of the Year Award but we have income from our basket raffle tickets. Spring meeting expenses and income were almost equal this year. We gave a donation of \$100 to the Louise Nixon Scholarship fund.

I had left a phone message for Cynthia Vana to call back during our meeting if possible. She was unable to attend, needing to be at the Omaha Public Library Florence branch so other employees could be at conference. She called back at this point in the meeting and using the speaker phone feature, Marguerite installed Cynthia as our new vice-chair/chair elect. Welcome Cynthia!

**III. Committee Reports**

- a. **Archives:** no report
- b. **Bylaws:** no report but we are looking for a volunteer for this position

### c. Citations & Publicity

- i. Scholarship Winners: Jennifer Wrampe announced that Legislative Day scholarships were given to Marguerite Miller and Gayle Roberts. Nancy Meyer, Nancy Black and Jennifer Sorensen received scholarships to Fall Conference.
  - ii. Para of the Year: Jennifer presented Nancy Meyer with a certificate as our new Para of the Year Award winner. Nancy also received a check for \$50 and will have her 2012 NLA membership including the Para section paid.
- d. Membership:** no report. Marguerite said that NLA is considering changes in how the membership committee is handled
- Marguerite read the definition of a Paraprofessional Section member: *"Paraprofessionals strive to be knowledgeable and proficient in their chosen library field, serving in positions that do not necessarily require a library science degree. Any and all levels of library employees are welcome."*

## IV. Old Business

### a. Fall conference

- i. **Scavenger Hunt:** 9 sheets were completed and turned in so we voted to give \$20 prizes to all who completed the sheets. (Winners are listed at the end of the minutes.) Cash will be awarded to winners still at the conference and checks will be sent to the others. This was a very low number of sheets returned and discussion indicated that while the seed packets were a great idea, some of the packets got covered up at the table so they couldn't be found. Ideas for the future included not requiring a black-out bingo or doing something different from a Scavenger hunt. One start of an idea was to use alphabet blocks and have participants spell words. Becky Pasco indicated that her program at UNO could donate in the future.
- ii. **Raffle Basket:** Jennifer reported that we made about \$100 above the cost of the raffle basket cost. We sold \$180 in raffle tickets and the basket cost was \$74.90. We drew for the winner and Nancy Meyer's name was drawn. Since she was present at the meeting, we presented the basket to her.

## V. New Business

### a. Spring Meeting

- i. **Date is set for March 29, 2012:** We will be using the Go to Webinar software at the Library Commission again. The Omaha area gathering location will be at the Sump Memorial Library in Papillion. The number of people wishing to gather together for the sessions and lunch in that area has exceeded the size of the Eastern Library System office used previously.
- ii. **Theme has not been decided.**
- iii. **New Spring Meeting Chair:** Jennifer Sorensen has agreed to be the chair of this event.

**VI. Inauguration of New Officers:** Cynthia Vana is our new vice-chair/chair-elect as noted earlier. Outgoing chair, Marguerite Miller, passed the gavel to our incoming chair, Chrystal Dawson. Marguerite will continue on the board as Past Chair.

## VII. Meeting was adjourned

### Scavenger Hunt Winners:

Lorraine Patrick, Bellevue University  
Dana W. R. Boden, C. Y. Thompson Library at UNL  
Martin McAndrew, Gering Public Schools  
Donna Christiansen at Plainview Carnegie Library  
Debbie Aden, UNL

Terry Osborn, LeMay Elementary, Bellevue Public Schools  
Gillian Connors, Union College  
Carol Eshleman, North Platte Public Library  
Jennifer Sorensen, Bellevue University

**Paraprofessional 2011 Budget-October 1 report**

	2010 Actual	2010 Projected Budget	2011 Projected Budget	2011 YTD	Percentage of Projected Budget 2011	Notes
<b>Training</b>						
Spring Meeting						
Speaker fees/thank you/mile	\$59.90	\$60.00	\$130.00	\$184.39	142%	\$65.18 mileage and parking, 6 gifts
Postage & Copies		\$20.00				
Refreshments			\$40.00		0%	
Lincoln	\$37.96	\$20.00		\$34.70		
Omaha (incl. in Lunch)		\$10.00				
Other Sites				\$18.95		
Lunch and refreshments			\$100.00		0%	
Lincoln	\$58.37	\$100.00		\$46.32		
Omaha	\$39.82	\$35.00		\$40.78		
Misc.		\$15.00	\$15.00	\$12.43	83%	1/2 to net proceeds to S & I section
<b>Total Spring Meeting Budget</b>	<b>\$196.05</b>	<b>\$260.00</b>	<b>\$285.00</b>	<b>\$337.57</b>	<b>118%</b>	
<b>Fall Conference</b>						
Speaker mileage & thank yous	\$33.28	\$200.00	\$200.00		0%	
Copies		\$20.00				
Raffle expenses	\$82.70	\$75.00	\$85.00		0%	
Scavenger Hunt expenses	\$247.69	\$350.00	\$350.00		0%	
Registrations-Officers		\$216.00	\$216.00		0%	
Misc. Booth expenses	\$20.18	\$25.00	\$25.00		0%	
<b>Scholarships</b>						
Conference	\$50.00	\$150.00	\$150.00	\$150.00	100%	3 scholarships to Para members
Legislative Day		\$40.00	\$40.00	\$40.00	100%	
Para section adds	\$100.00	\$100.00	\$100.00		0%	
Louise Nixon Scholarship Fund				\$100.00		
Paraprofessional of the Year	\$100.00	\$100.00	\$100.00	\$60.00	60%	incl.NLA 2011 membership for Martha G.
Board Award		\$50.00	\$50.00	\$45.00	90%	2011 NLA Membership-Jennifer Wrampe
<b>Promotion</b>						
Publicity-mailings, pens, pins, etc.		\$50.00	\$25.00		0%	
Photos and Scrapbook	\$13.34			\$13.40		
Bookmarks						
<b>General Expenses</b>						
Mileage	\$152.35	\$300.00	\$300.00		0%	board members/ 1 exec mtg/year
Miscellaneous	\$11.83	\$50.00	\$50.00		0%	purchased new checks
Postage				\$17.60		
<b>TOTAL Expenses</b>	<b>\$1,007.42</b>	<b>\$1,986.00</b>	<b>\$1,976.00</b>	<b>\$763.57</b>	<b>39%</b>	
<b>Projected Income</b>						
Beginning Cash balance	\$485.00	\$485.00	\$860.21	\$860.21		
Spring Mtg. Registrations	\$445.00	\$350.00	\$350.00	\$350.00	100%	Remaining registrations deposit in April
Membership Dues	\$555.25	\$550.00	\$550.00	\$525.75	96%	
Raffle tickets	\$157.00	\$200.00	\$200.00		0%	
Scavenger Hunt donations	\$225.00	\$300.00	\$250.00	\$100.00	40%	
Miscellaneous/ Donations		\$50.00	\$50.00		0%	
Interest	\$0.38	\$1.00	\$0.50	\$0.32	64%	
<b>TOTAL Income</b>	<b>\$1,867.63</b>	<b>\$1,936.00</b>	<b>\$2,260.71</b>	<b>\$1,836.28</b>	<b>81%</b>	
		End Balance				
<b>Bank Account Balance:</b>		<b>\$1,072.71</b>				