

NLA Paraprofessional Section
General Spring Business Meeting Minutes
Thursday, March 24, 2011

Prior to the business meeting portion of our meeting, attendees were greeted by our chair, Marguerite Miller and by the Special and Institutional Section chair, Carolyn Dow. The sessions for the day were "Let's Work Together" by Devra Dragos; "The Law Firm Librarian" by Maureen O'Riordan and Mary Stultz; and "The Doublemint of Libraries" by Nancy Chmiel and Deb Vinopal.

Lincoln attendees received notepads and pens from Maureen O'Riordan and Mary Stultz. They also provided a flashlight for a drawing and Tom Schmitz won that. They re-gave away the Vendor book prize from the Fall Meeting 'Legacy' by Danielle Steel and Devra Dragos won it.

- I. Chair Marguerite Miller called the meeting to order at 1:00 PM**
 - a. **Approval of the Agenda:** Janet Greser moved and Jennifer Wrampe seconded
 - b. **Approval of Fall 2010 General Meeting Minutes:** Kathy Dukes moved and Charlotte Kyriss seconded

- II. Officer Reports**
 - a. **Chair, Marguerite Miller**
 - i. Marguerite said that publicity about the Paras has improved with more blog and Facebook usage. Recent articles included the Harper-Collins e-book controversy. She encouraged the group to keep adding articles.
 - ii. Marguerite reported that she received a letter from Michael Straatmann asking the sections to donate a little to the goal of \$1000 for the Louise A. Nixon scholarship for library science students. Janet Greser made a motion that the Para section gives \$100 to this fund. Charlotte Kyriss seconded the motion. A vote was not held but board officers approved this motion in an e-mail vote after the meeting.

Marguerite Miller and Janet Greser read the additional officer reports and Spring meeting chair report as these board members were attending the meeting remotely.

- b. Vice Chair, Chrystal Dawson**

- i. Fall Conference Sessions:**

- We will be sponsoring three programs for Fall Conference so far:

- 1. Best Youth Books – Sally Snyder
 2. 2012 Summer Reading Program – Sally Snyder
 3. Omaha Public Library Guides – Marguerite Miller and Martha Grenzeback

- Another Fall Conference Idea:

- If there are any libraries that create photo books (through Shutterfly, Snapfish, or any other company) for their libraries, or have other suggestions that someone may want to present at NLA, please let us

know. Facebook, Google, and Blogging topics usually go over well at the conference. The proposal deadline is April 15, 2011.

ii. Fall Conference Para Meeting:

We usually have our Paraprofessional Fall General Business Meeting at NLA during lunch on Friday. Does this continue to work for most everyone? You can text in any questions, or email me later: crystal.dawson@bellevue.edu.

c. Past Chair, Angela Kroeger, read by Marguerite Miller

We need you on the Para Board!

We need a minimum of two candidates to run for Vice-Chair/Chair-Elect. This is a three-year commitment, where the elected official serves the first year as Vice-Chair, the following year as Chair, and the final year as Past Chair.

This is an off year for Secretary-Treasurer elections, so if you want to run for that office, you'll have to wait until next year.

All of our officers serve on the Para Board along with our Committee Chairs, and it is a team effort to "run the Para Section." You would be working with qualified Paras from across Nebraska. We meet about four times a year and have been doing meetings via conferencing software, so you don't always have to attend in person. Each officer has their own duties, but we brainstorm at board meetings and help each other out.

If you are interested in running for Vice-Chair/Chair-Elect, please contact me or anyone else on the Para Board. Also, if you know a Para whom you think would be great in office, give me their name. When I call to ask if you'd be willing to offer up your time to run for an office, please say yes. You can text in any questions, or email me at: akroeger@unomaha.edu

Also, if you would like to serve on the Para Board, but aren't ready to run for Vice-Chair, consider putting your name forward for consideration as the new Spring Meeting Chair. This is an appointed position on the Para Board, rather than an elected one. Martha Grenzeback has been Spring Meeting Chair for four years, and she had done an amazing job, but now she is considering passing on the reins to someone new. So that is another opportunity to serve.

d. Secretary-Treasurer, Terri Johnson, read by Janet Greser

We encourage those who haven't renewed memberships to please do that before June 30 so the section receives a share of the membership fee.

We will receive our first quarter membership allotment in April or May. The treasurer's report only includes a portion of the spring meeting expenses.

Our current balance \$615.30. (Current budget sheet is attached to the minutes)

III. Committee Reports

a. Spring Meeting, Martha Grenzeback, Spring Meeting Chair

This year the theme of our Spring Meeting was *Collaboration across Libraries*, and to exemplify that theme, we invited the Special and Institutional

Section to cosponsor the meeting. Our speakers were Devra Dragos, Maureen O’Riordan and Mary Stultz, and Nancy Chmiel and Deb Vinopal. We had a total of 51 registrants in 11 locations—another good year! This was our second year of using the Nebraska Library Commission’s GoToWebinar online conferencing software, which allows registrants to view the meeting from any computer with an Internet connection. Accordingly, once again this year some registrants viewed the meeting conveniently at their own desks, in Beatrice, Bellevue, DeWitt, Fairbury, Imperial, Maywood, North Platte, Papillion, Sidney, and South Sioux City. We also held well-attended group viewings in Lincoln, Omaha, and Norfolk. In Omaha attendees were able to watch Nancy Chmiel and Deb Vinopal give their presentation in person at the Eastern Library System offices.

I hope all participants will fill out the evaluation form available on the Spring Meeting website. Let us know what went well and what didn’t! In the meantime, we’d like to thank our speakers; the Nebraska Library Commission, for generously allowing us to use their GoToWebinar subscription and their conference room; Christa Burns of the Nebraska Library Commission, our technical support and lifeline; the Eastern Library System and Northeast Community College for their space; and our faithful hosts and coordinators in Lincoln, Norfolk, and Omaha: Janet Greser, LaRae Worden, and Nancy Meyer.

b. Newsletter Editor Report, Janet Greser

The latest *Keynote* newsletter and most of the archives are online off of the Para Website: <http://www.nebraskalibraries.org/PARA/>. The *Keynote* goes out twice a year, once before the Para Spring Meeting, and once before the NLA/NEMA Fall Conference. Since we no longer send out paper copies, just a link in an email, we send to the whole NLA membership so they’ll see how great the Para Section is and possibly check our section the next time they join NLA, and potentially increase our membership. I’m always looking for guest editors, and welcome any articles or ideas for articles. Email janet.greser@nebraska.gov or call me.

c. Citations and Publicity, Jennifer Wrampe

Jennifer reported that scholarships were awarded to Marguerite Miller and Gayle Roberts to attend the 2011 Legislative Day. There were no requests for scholarships for the spring meeting. In the next couple of months, she will send out an e-mail about nominations for Para of the Year. She encouraged attendees to nominate their favorite Para.

IV. Old Business: None to report

V. New Business

Marguerite announced that Jennifer Wrampe was given the 2011 Para Board Award.

VI. Meeting was adjourned at 1:20 PM

Marguerite offered free Para t-shirts to attendees, available until our supply is depleted.

Paraprofessional 2011 Budget-March 23, 2011						
	2010 Actual	2010 Projected Budget	2011 Projected Budget	2011 YTD	Percentage of Projected Budget 2011	Notes
Training						
Spring Meeting						
Speaker fees/thank you/mile	\$59.90	\$60.00	\$130.00	\$100.00	77%	
Postage & Copies		\$20.00				
Refreshments			\$40.00		0%	
Lincoln	\$37.96	\$20.00				
Omaha (incl. in Lunch)		\$10.00				
Lunch			\$100.00		0%	
Lincoln	\$58.37	\$100.00				
Omaha	\$39.82	\$35.00				
Misc.		\$15.00	\$15.00		0%	
Total Spring Meeting Budget	\$196.05	\$260.00	\$285.00	\$100.00	35%	
Fall Conference						
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%	
Scholarships						
Conference	\$50.00	\$150.00	\$150.00		0%	
Legislative Day		\$40.00	\$40.00	\$40.00	100%	
Para section adds	\$100.00	\$100.00	\$100.00		0%	
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
Promotion						
Publicity-mailings, pens, pins, etc.		\$50.00	\$25.00		0%	
Photos and Scrapbook	\$13.34					
Bookmarks						
General Expenses						
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						
TOTAL Expenses	\$1,007.42	\$1,986.00	\$1,976.00	\$245.00	12%	
Projected Income						
Beginning Cash balance	\$485.00	\$485.00	\$860.21	\$860.21		
Spring Mtg. Registrations	\$445.00	\$350.00	\$350.00		0%	
Membership Dues	\$555.25	\$550.00	\$550.00		0%	
Raffle tickets	\$157.00	\$200.00	\$200.00		0%	
Scavenger Hunt donations	\$225.00	\$300.00	\$250.00		0%	
Miscellaneous/ Donations		\$50.00	\$50.00		0%	
Interest	\$0.38	\$1.00	\$0.50	\$0.09	18%	
TOTAL Income	\$1,867.63	\$1,936.00	\$2,260.71	\$860.30	38%	
		End Balance				
Bank Account Balance:		\$615.30				