NOCALL Crossover Meeting

June 15, 2017

Berkeley Law Library and via conference call

President Ramona Martinez called the meeting to order at 10:32 am

**Greetings and introductions**Ramona introduced all in attendance, and thanked everyone for coming.

Members Present: Ramona Martinez, David Holt, Cindy Weller, Coral Henning, Sarah Lin, Jean Willis, Diane Rodriguez, Mary Johnson, Holly Riccio, Robyn Moltzen, Monica Stam, Sherry Takacs

**Announcements**

Ramona announced that Secretary Jodi Collova has started a new job, which is very time-consuming and will affect her ability to carry out her duties as Secretary. Jodi would like the board to seek a replacement to take over secretarial duties for the second year of her term. Ramona will work with Nominations Committee Chair Diane Rodriguez to identify a replacement.

**Review of 2017-18 events***2017 AALL Annual Meeting*

* Ramona and David Holt will be attending the Chapter Presidents and Vice Presidents Leadership Training Session in Austin this July. Ramona will also attend the Council of Chapter Presidents Annual Business Meeting, and will accept the Professional Development Award on behalf of NOCALL.
* April Eudy and Shannon Burchard are working on a social networking event, to be held at the airport on Tuesday afternoon.
* Ellen Platt was unable to locate an appropriate venue for the Joint Pacific Chapter’s reception, so none will be held this year.

*September Board/Business Meeting*

The meeting will be held in Sacramento. Ramona is looking for a venue, possibly Downey Brand, who has offered to host again.

*Fall Workshop*

Holly Riccio has been contacted by the President of the Easy Bay ALA about the possibility of holding a joint educational event this fall. The event may include speakers and panelists from a variety of Northern California legal professional organizations. Holly is looking for a co-chair to assist (and eventually take over as chair), as well as more committee members to assist in planning.

*Holiday 4-corners*

April Eudy with assistance from local committee members, will begin planning these events later in the year.

*January Business Meeting*

This meeting will be held in Redwood Shores.

*Spring Institute*David Holt reported that he is working with EveryLibrary, a library advocacy organization, for the Spring Institute. He is planning a single morning session with EveryLibrary, and three concurrent afternoon sessions, with tracks for firm, law school, and government libraries. He is looking for venues in Sacramento, and will likely hold the event on a Friday.

*May Board/Business Meeting*This meeting will likely be held at the Marine’s Memorial in San Francisco.

**NOCALL News**The deadlines will be 9/8/17, 11/3/17, 1/5/18, 3/9/18, 5/4/18. Mary Johnson reports that the Tech Talk column, previously written by Ramona Martinez, will be taken over by Delia Montesinos.

**Committee Review**Administration cluster (Coordinator: David)

* *AALL Liaison (Coral).* Coral will remain on as the Liaison
* *Archives (update from Ramona)*. Stanford can no longer house the physical archives. Adequate space is available at Berkeley; Ramona will work with Stanford to arrange moving the materials. The agreement between Stanford and NOCALL has been in place since 1986; a new agreement will need to be drafted if the archives are moved.
* *Audit and Budget (Jean)* Jean will remain as chair; a proposed budget will be presented later in the meeting.
* *Constitution and Bylaws (Chuck)*. Chuck will continue as chair.
* *Nominations (Diane)*. Diane will work with Ramona to identify possible replacements for the Secretary. A new chair is needed for this committee.

Communication cluster (Coordinator: Jodi)

* *Newsletter (Mary).* Mary will continue as editor
* *Webpage (Julie).* Julie will continue as website administrator
* *Wiki (Jaye).* Jaye will continue as chair. All new and continuing committee chairs have been granted access to the wiki. Ramona will follow up with chairs, to provide instructions in accessing and using the wiki.
* *Technology (David).* David will continue on as chair; he has set most service to autopay, so there is very little work involved anymore. **Domain expiration** date for nocall.org is approaching. We need to keep an eye out to pay renewal on time.

Education cluster (Coordinator: Cindy)

* *Education (Holly)* A new chair is needed for this committee; Holly will stay on to assist the new chair.
* *Networking (April).* April will continue as chair.
* *Spring Institute (David).* Planning has begun.

Membership cluster (Coordinator: Sarah)

* *Academic Relations (Jodi)* A new chair is needed for this committee
* *Membership (David)* A new chair is needed for this committee. It was suggested that Jessica may be able to take over, as she is already familiar with WildApricot.
* *Placement (Robyn).* Robyn will continue as chair, she and Judy are working well together.

Outreach cluster (Coordinator: Coral)

* *Government Relations (Judy J.)* Judy will continue as chair.
* *Access to Justice (Michael)* Michael will continue as chair
* *Community Service (Monica)* Monica is the new chair. She asks that members email her if they have community service ideas.
* *Public Relations (Emily)* Ramona will talk to Emily, to determine if a new chair is needed.

Recognition cluster (Coordinator: Michael)

* *Awards (Michael).* Ramona will confirm with Michael if he will continue as chair.
* *Grants (Cathy or Sherry).* Cathy and Sherry will continue with this committee
* *Memorials (Leslie or Jane).* Donna Williams is joining Leslie and Jane on this committee.

**Proposed Budget**Jean Willis presented a proposed budget based on known expenses and committee budget requests. She indicated that there is enough money in the treasury that we could increase the amount of grants given. The board will review the proposed budget in July.

**Treasurer’s Report**Coral Henning reported that she has received a check scanner from Bank of America, which will eliminate the need to go to the bank in person to make deposits. She currently has a 30-day trial; if we want to continue with the scanner, we will need to enter a 2-year contract for $15/month.

**2017/18 Goals**Ramona would like to focus on improving our archives and documenting institutional knowledge.

David would like to address the funding crisis at county law libraries, possibly using the NOCALL website and the many new features available.