



North Carolina Department of Natural and Cultural Resources  
State Library of North Carolina  
Library Development Section

Roy Cooper, Governor

Brian Hart, Chair of the Commission

Reid Wilson, Secretary

Michelle Underhill, State Librarian

**MINUTES OF THE  
NORTH CAROLINA PUBLIC LIBRARIAN CERTIFICATION COMMISSION**

**State Library of North Carolina**

**Raleigh, NC**

Friday, October 13, 2023

11:30 a.m.

Meeting Minutes

**MEMBERS PRESENT:** Wanda Kay Brown, Director of Library Services C.G.O'Kelly Library. Winston-Salem State University. Sandra Lovely Assistant Director for Planning and Facilities, Durham County Library. Nina Chaffin, Public Library Director, Union County. Lauren Clossey, Liaison to the Certification Commission, State Library. Carleon Reign, Administrative Assistant, State Library of NC. Dr. Tiwana Nevels, Assistant State Librarian, State Library of NC.

**MEMBERS NOT PRESENT:** Brian Hart, Assistant County Manager, Person County. Dr. Lisa O'Connor, Associate Professor, UNCG, Michelle Underhill, State Librarian, State Library of NC. Lynda Reynolds, Interim Library Development Director, State Library of NC.

**CALL TO ORDER:**

Wanda Brown volunteered to chair the meeting in the absence of the Chair and Co-chair. Meeting was called to order by Wanda Brown at 11:41 am.

**ETHICS STATEMENT:** Ethics statement read by Wanda Brown at 11:42 am. No potential conflicts noted.

**APPROVAL OF MINUTES – June 9, 2023:**

Minutes were reviewed by the commission. Nina Chaffin made a motion to approve the meeting minutes; Sandra Lovely seconded the motion. All in favor of approving the minutes as written, none opposed. Minutes were approved.

**OLD BUSINESS:**

No old business was discussed.

**NEW BUSINESS:**

The commission reviewed the existing pre-approved list of courses from in-state MLS programs. No courses were removed from the list and 2 courses were added to the pre-approved course list: Appalachian State University LIB 5045 (Strategic Administration of Public Library Resources and Services) and LIB 6020 (Advanced Reference: Sources and Services). Nina Chaffin made a motion to approve the current list with 2 new courses added; Sandra Lovely seconded the motion. All were in favor of approving the pre-approved list with additions, none opposed. Pre-approved course list was

approved.

**REVIEW OF APPLICATIONS FOR CERTIFICATION:**

69 total applications received - 61 applications were approved and 8 denied (including pre-approved applications).

**MEETING ADJOURNED:**

Nina Chaffin motioned for the meeting to adjourn. Sandra Lovely seconded the motion. All in favor to end the meeting, none opposed. Meeting was adjourned at 1:35 pm.

**NEXT MEETING:** January 26, 2024