



**New Hampshire Library Association Board Meeting  
Minutes  
Tuesday, January 7, 2014**

**Attending:**

Linda Taggart (President), Lucinda Mazza (VP/President-Elect), Mary White (Secretary), Cara Barlow (Treasurer), Betsy Solon (Assistant Treasurer), Diane Lynch (Past-President), Amy Lappin (ALA Councilor), Sarah Hebert, Karin Heffernan, Kristin Readel, Kate Butler, Katherine Dormody, Brian Sylvester, Sylvie Brikiatis, Eric Stern, Randy Brough, Edmund Lowe, Conrad Moses, Kim Mckee, Marina Hale.

**Call to order:** 2:03pm

**Approval of the minutes** from October 15, 2013 was tabled. They will be voted on at the next meeting (February 18, 2014).

**President's Report /Linda Taggart:**

The fall conference and business meeting on November 8<sup>th</sup> has 51 attendees, which was short of quorum, so were unable to vote on the meeting minutes from the 2012 meeting. Overall the reviews were good, with most positive comments on Christ Ryan's conflict session.

For the coming year, Linda would like to look at our budget deficit and how to best ease the budget back into balance. She would also like to examine ways to promote more active involvement among our membership.

Jen Hinderer has resigned as membership chair and conference committee co-chair. Linda thanked her for her service. Diane Lynch has agreed to step in as conference co-chair, but we still need to fill the membership chair slot.

Other current openings include: Advocacy, Ways and Means, and Archivist. Steve Butzel might be interested in the archivist position.

Board meetings will continue to be 3<sup>rd</sup> Tuesdays every other month, from 2:00 – 4:00 at LGC. For 2014:

February 18

April 15

June 17

August 19

October 21

December 16

### **Treasurer's Report / Cara Barlow**

Cara distributed two balance sheets (summary and detailed) as of December 31, 2013, as well as the Profit & Loss for July – December 2013. The Profit & Loss shows that we have been running a deficit for a few years, which is \$13,861.67 right now.

Cara is setting up a PayPal account to use for conference registrations. It's a straight forward and easy process. There is no monthly cost for non-profits in our range, but they do take a small percentage of the total income. The board had approved this at a previous meeting.

Cornerstone sends NHLA a bill once a month. Our treasurers don't have a need to interact with them often. Cornerstone is forwarding invoices to our treasurers, per our agreement.

### **NEW BUSINESS:**

#### **Co-sponsoring NELA 2015 Conference:**

Deborah Kelsey and Deborah Hoadley contacted Linda about NHLA partnering with NELA. NELA pays the costs and NHLA works with them to do the planning. The three-

day conference will held in Manchester, NH in fall 2015. Deborah Kelsey will come to our February meeting. This event will most likely replace our fall conference business meeting, so we need to figure that out. We don't have a spring 2015 conference planned, so this works out well. Linda will ask if NHLA can still do our raffles.

### **NHLA Goals for 2014:**

- Ease the budget back into balance
- Beef up public relations/Improve communications with membership
  - put agenda on NHAIS and post minutes on NHAIS once approved.
  - Publish an e-newsletter twice per year via NHAIS
  - Visit the various coops
  - Advertise scholarships
  - Write dates for all conferences when mentioning them
- Hold the annual conference
- Hold the Small Library Summit
- Examine constitution and bylaws (especially for the change in how we do our audits – in order to save costs, having a full audit every other year and a simpler review in alternate years)
- Finish updating job descriptions for board members
- Stay in communication with READS regarding their efforts supporting paralibrarians
- Initiate online registrations for conferences (tied in with PayPal?) and for donations

**April minutes volunteer:** Brian Sylvester or Dorinda Howard will take minutes at the April 15 board meeting because Mary White will be away.

### **OLD BUSINESS:**

#### **2014 NHLA spring two-day conference / Randy Brough and Diane Lynch Wednesday, Thursday, April 23 and 24 – Mountain View Grand Resort**

The next planning meeting is Jan. 8<sup>th</sup>. There are many proposals including NEDCC on disaster preparedness, Michael York on disaster planning in NH, NH Archives group

discussing primary sources and special collections in the classroom, and NH Law Librarians.

Luncheon speakers are YA author Barry Lyga and author Tom Ryan with dog Atticus, (see book: *Following Atticus*).

Brian Sylvester is lining up vendors.

**Budget Review:**

The FY15 budget should be completed and approved before July 1, 2014. We will use the February, April, and June meetings to plan, discuss, and approve. The proposed budget is on the website. Come with questions for February 18 board meeting, along with ideas on how to balance. Some history: Several years back there was a large surplus and tax advisors suggested we spend some, which we have done.

**NHLA Board Job Descriptions:**

Twelve job descriptions are completed and are posted on the website, but there are more to do. Diane Lynch and Brian Sylvester are working on this. Templates will be posted on the website. Please return your completed description to Linda by February 18<sup>th</sup>.

**NHSLMA grant opportunity: Become a Champion in Action**

Linda received an update from Lori Fisher about this joint grant opportunity with the NH School Librarians organization. They are currently working on the outline for grant application, spring boarding off of the GenYes.org curriculum highlighting training at-risk teens to help non-techy adults and families with technology issues

Phase two of the project will provide opportunities for public and school libraries in smaller communities to get involved with mentoring opportunities. The deadline is March 7<sup>th</sup>.

## **REPORTS / Sections:**

### **Academic / Karin Heffernan and Sarah Hebert:**

There are only 13 members because academic libraries have so many other organizations, so it's not a very active group. Karen tried to have this group be switched from a formal 'section' to a 'liaison' member, but this has not occurred. The big question is how to overlap and help each other. They now have a working committee in communities where there are colleges to see how public, academic, school libraries can work together. They held one dine-around event which was poorly attended due to bad weather.

### **CHILIS / Kristin Readel:**

Their funding stream is always an issue and a big challenge. They held their fall conference on October 9 in Greenfield, NH. Nina Sargent is now ~~president~~treasurer and Tara McKenzie is ~~treasurer~~Vice-President. Agendas and minutes are on the website

### **ITS / Kate Butler (president):**

This group was recently revived and held a meeting in December, with more than 20 attending. They discussed programs they would like to offer and elected officers. They will hold elections every September. No dues, but they are discussing this. Their next meeting March 14 in Hooksett. They will be co-sponsoring the NELA spring ITS event in Portsmouth. The topic is maker spaces.

### **READS / Katherine Dormody:**

They will be holding their kick-off meeting next week to discuss goals and will hold round tables in the spring. Their fall conference is usually at the end of October, but they are discussing changing the date since this coincides with NELA.

### **URBANS / Brian Sylvester:**

They met in December and held elections. Their next meeting will be at the end of January in Bedford

### **YALS / Sylvie Brikiatis:**

YALS is meeting later this month and will set goals. There will be no fall conference because of the two day conference in the spring.

## **REPORTS / Liaison:**

**ALA Councilor / Amy Lappin:** Amy will be going to Philly for mid-winter. She updates ALA about what we do at NHLA. Our NHLA chapter report on the ALA website is old and Amy will check into this. ALA Council is going green – too much paper at the meetings. New email: [amy.lappin@leblibrary.com](mailto:amy.lappin@leblibrary.com)

## **Center for the Book / Edmund Lowe:**

No “Big Read” this year since last year’s was not very successful. Letters for Literature deadline is this Friday. Alice Vogel, NH Poet Laureate, is now on their board.

## **Legislative / Randy Brough:**

There is one piece of legislation going to the senate (Bill 227) tomorrow that removes the requirement that certain monies (fines, copy machines, etc.) received by trustees be held in a separate fund, a non-lapsing fund. This legislation takes out the word “separate”. NH Library Trustees Association would like to keep it the old way, as a separate fund, and will discuss tomorrow. Our lobbyist is monitoring and believes this will die in the Senate.

## **NELA:**

NELA has a new website (<http://nelib.org>) with a new logo. They are discussing initiating a NELLs II program for senior library leaders (20+ years) based on the NELLs model. Feedback on this idea should be given to Amy Lapointe (Amherst, NH Library).

## **NH State Library / Ann Hoey:**

The Small Libraries Summit (for libraries serving 2,000 residents or fewer) will be held on Friday, May 9<sup>th</sup> at the Local Government Center in Concord. \$700 is allocated in budget.

## **Nominating Committee / Diane Lynch:**

The board job descriptions are helpful for recruiting, so please complete your job description. Everyone should give suggestions to Diane by the April 15 meeting.

## **NHLTA / Conrad Moses:**

Conrad has been on the NHLTA board for five years. Their spring May 19, 2014 (Grappone Center, Concord) conference is almost set and the program will come out in

February. They are continuing work on their advocacy program. Many awards were given out in 2013. They are continuing to focus on better communication and putting filmed programs on YouTube. They are also researching starting webinars.

#### **NEW BUSINESS:**

Diane received a letter from some attorneys doing pro-bono work who asked if NHLA was willing to offer free faxing services to their pro-bono clients. The consensus was that each library needs to make their own decision and Linda will respond to their request.

**Meeting adjourned: 3:30pm**

*Minutes recorded by Mary H. White, Secretary*

*Approved by the board on March 4, 2014*