



New Hampshire Library Association Executive Board Meeting
October 11, 2016
New Hampshire Municipal Association, Concord NH

Jenn Hosking called the meeting to order at 2:05 PM EDT.

Attending: Jenn Hosking (President), Marilyn Borgendale (Vice President), Cara Barlow (Treasurer), Deann Hunter (Assistant Treasurer), Amy Lappin (ALA Councilor), Denise van Zanten (NELA Representative), Amber Coughlin (CHILIS), Todd Fabian (ULAC), Susanne Cortez (YALS), Eileen Gilbert (ParaLibrarians), Christine Friese (Advocacy), Eric Stern (Bylaws), Julie Perrin (Intellectual Freedom), Randy Brough (Legislative), Sarah Leonardi (Scholarship), Ann Hoey (NH State Library Liaison), Marty Davis (NHLTA)

After introductions, Jenn Hosking explained that the combined format for the reports is a way to see all reports in one spot. Going forward the president or secretary will call for the reports at least a week in advance of the meeting and compile them into one document which will be sent out to the Executive Board at least a couple days before the meeting.

President / Jenn Hosking

Highlights: Communication with Justice John Broderick about his campaign on mental illness. Jenn has approached the Spring Conference Committee about including a program. NHLTA is seeking someone to help them understand what social media options are available that may be useful to them.

Submitted report: Since our last meeting I've been contacted by Former NH State Supreme Court Justice John Broderick to discuss a campaign he is actively pursuing in NH called Change Direction (<http://www.changedirection.org/nh/>). His goal as part of this campaign is to change the way mental illness is viewed and addressed. He is interested in how he can bring this message to New Hampshire libraries. Michael York met with him recently and I will be speaking with him to get additional details about what he is interested in.

I recently attended a NHLTA meeting and was asked if any NH librarians might be interested in tutoring them in the use of social media including which would be the most beneficial for them to use and how to use it. If you or someone you know is interested in volunteering for this opportunity please connect with Marty Davis, NHLTA Liaison to NHLA.

NELA's annual conference will take place October 16-18. NHLA is invited to participate in the Chapter Leaders forum on the 16th. This is a great opportunity to share our experiences and challenges and to learn what other associations are doing.



We had a very productive officer retreat on September 20th. We discussed a variety of topics including the structure of the Board, whether its current size is effective, if committee responsibilities cross each other and if the association has the administrative support it needs. We also spent some time talking about member engagement and how we can get more new member involvement in the association and how to make sure those that are involved are actively engaged and contributing. Another big topic of discussion was the need for more financial and budgeting guidelines. As a group we identified some key goals to focus on to help our association get organized move forward. A summary of the meeting's outcomes are attached as a separate document to this report. In addition, we are proposing a few changes to some of the bylaws for the Board's consideration. A summary of these changes are also attached as a separate document to this report.

Finally, you may have noticed in an attempt to create consistency and organization to our bimonthly reports, I changed the method of report submission this month. I think a compilation of all section reports in one document will be easier to read, and also allow us to track which sections/committees didn't have any new information to report.

Treasurer /Cara Barlow

Highlights: the Auditors have completed the compilation and we are waiting for the formal report.

Financial Report

Please find attached a copy of

- NHLA's September 2016 Profit & Loss Statement
- NHLA's Balance Sheet as of Oct. 3, 2016.
- NHLA September 2016 Citizen Bank Statements

NHLA's total assets as of September 30, 2016 were \$192,835.30. Our books are in order and everything is proceeding smoothly.

Compilation of FY16 Books by Plodzick & Sanderson

The compilation of the NHLA FY16 books and the 2015 tax forms have been completed and submitted. There is nothing unusual to report.

Below is a listing of cash held by each NHLA account as of July 31, 2016 and Sept. 30, 2016.

	July 31, 2016	Sept. 30, 2016
NHLA	\$53,572.14	\$53,867.14
CHILIS	\$30,492.37	\$11,833.01
READS	\$4,741.77	\$2,490.42
PARALIB	\$1,741.29	\$1,835.12
ULAC (URBANS)	\$2,618.30	\$2,618.34
YALS	\$3,973.86	\$2,317.37
ITS	\$15.60	\$15.60



WINCHELL LOAN (revolving fund)	\$21,654.80	\$21,854.80
NORRIS (scholarship)	\$4,112.80	\$4,112.80
MACDONALD FUND (continuing ed/professional development)	\$21,348.85	\$20,673.85

*Reported in separate document: Profit and Loss, Balance Sheet, Bank Statements for ULAC, CHILIS, READS, YALS, Para Librarians

New Business

Minutes: Jenn had sent out corrections to the August 9, 2016 minutes with the agenda. Cara Barlow moves and Suzanne Cortez seconds to approve the corrected minutes. **Passed.**

Updated information: Jenn asked all section leaders to please let Marina Buckler, the Website Coordinator, mdbuckler@cityofportsmouth.com know contact information about the new officers so Marina can update the website and email groups.

Winchell loan repayment: Sarah Leonardi asked, when someone is late in repaying the loan, is a restructuring something that needs to be brought to the board or is this something the committee can approve. Sarah will bring a proposal to the board on what should happen. Currently there is no penalty, but they would rather prefer an incentive to pay on time. The loans are five years, interest free. Sarah will also work with Cara Barlow to create a form letter to send out at the beginning of each year with the status of a person's loan. Sarah and the committee will also be designing a revised contract that incorporates the incentive and procedure.

Website Redesign: Jenn reported that she and Marina Buckler discussed whether NHLA would support paying a web designer to redesign the website. It came to light when IFC and Advocacy wanted more space and the template NHLA is using is no longer current. Marina thinks this could be done for \$1500-\$2000. Jenn proposes that NHLA give Marina the authority to define the scope of the project and procure three quotes for the Board to review. NHLA could pay from our savings. A small committee would work with Marina and the web designer.

Officer Retreat: Jenn walked through the action document that came out of the officer's retreat in September. The document is below. **Highlights:** working with the chairs of each committee to establish a formal charge/purpose; forming a finance committee (the officers) to serve as a guide and backup to the treasurer, including evaluating undesignated funds and how to better use them for organization-wide projects; engaging the membership and recruiting more into committees—making participation more visible; post as much as we can on the website including the position descriptions and documenting our procedures.



Officer's Retreat AGENDA

9:30 am Call meeting to order

- Review Mission
- Structure of the Board
- Budget Process
- Membership engagement
- Website
- Going Forward: Goals

1:00 pm Adjourn

MINUTES

ACTION ITEMS

Update the association's mission statement

Elected officers will meet every other month, opposite the full board meeting

- They will ensure the association is staying on task and working towards goals
- They will charge committees with action items/goals
- They will act as a finance committee to support the Treasurer if needed
- They will plan the annual business meeting as a committee that will be chaired by the VP

Full Board meeting prep

- President will create a template for bimonthly reports from sections and committees
- President requests reports be submitted by chairs and section leaders 1 week prior to full Board meeting, compiles reports and sends out compilation to the Board 3 days prior to meeting for review.

Budget Process

- Develop guidelines for how its crafted and how section budgets are approved
- The association all uses the same FEIN number, so need consistency in budgeting process

Evaluate the bookkeeper position

- Determine if some of the treasurers duties can be moved to this position
- Develop a contract with job duties and expectations

Membership engagement

- Encourage more action from committees making their participation visible and demonstrating a value added to membership
- NELS graduates –reaffirm commitment to association as a participant
- Use Wild Apricot more, NHAIS-L less



- Recognize committee members at the annual business meeting/badges at conferences
 - Increase awareness of how to get involved
- Build stronger committees
 - Ask committee chairs to submit a statement of purpose and goals for the coming year at the annual meeting
 - Accountability

Develop guidelines for Wild Apricot

- Who has access
- Who maintains member database (housekeeping)
- Training members

Develop a timeline for association and section conferences/workshops to maximize the value and reach without creating competition for attendance

Bylaws-recommended changes:

- Eliminate the fundraising chair position, it can be incorporated into the conference committee as the Chair deems necessary
- Add a finance committee comprised of the elected officers to support the Treasurer
- Term limits for committee chair positions
 - 2 year appointment with limit of 2 terms
- Committee members are 1 year term, can be reaffirmed by President annually with no limits
- President has discretion to override term limit of elected or appointed position if it cannot be filled by a new member
- Committees must have a minimum of 3 members including the chair. If the minimum size is not met, it is the chairs responsibility to recruit
- Change the model of the Treasurer/Assistant Treasurer to be Treasurer/Treasurer-Elect
 - New model supports more mentoring and training
 - Treasurer-Elect is voted in every 2 years for a 1 year term and then becomes Treasurer for 2 years
 - Overall commitment to Treasurer is 3 years (year 1 –Treasurer-Elect in training, year 2 – Treasurer, year 3- Treasurer and Trainer to Treasurer-Elect)
- Change the Academic section to a liaison position (make section inactive or dissolve)
 - Request of the Academic section leader
 - Academic librarians are getting their needs met professionally from other associations
 - Section membership is low

Website

- Post more documentation
 - Conference planning
 - Financial procedures
 - Board position descriptions (have members complete missing descriptions)
- Access for Treasurer/Secretary to post reports and meeting minutes



- Beef up content
 - Workshops/continuing ed of interest
 - ALA's engage page
 - Periodically highlight section news/highlights/booklists on homepage

GOALS GOING FORWARD

- Review NHLA constitution and bylaws to extract procedures and develop a Board policy and procedure handbook
- Further develop financial procedures creating consistency and transparency
- Be more organized
- Be more active

Proposed changes to bylaws

Jenn outlined the bylaws recommended changes. Thank you to the Bylaws Committee for providing clear language and a very useful document. The major changes are changing the Treasurer and Assistant Treasurer positions; and adding term limits to the committee chairs. The Executive Board made a couple amendments: Leave in the Academics section. The representative was not at the meeting and further discussion is needed. Moreover, it would be more appropriate for the Academic Section to voluntarily dissolve. The NHLA executive board would welcome creating a liaison position where we are kept informed of what is happening in the academic library associations. This would be similar to the relationship with NHLTA. Also, the Treasurer Elect should be added to the introduction to Article 4.

Cara Barlow moved and Eric Stern seconded that the Executive Board approve the bylaws changes as amended today. **Passed.**

The Proposed Amendments now need to be sent to the membership. Discussion can happen at the Annual Meeting, but not the voting as the bylaws require 40 days advanced notification. The plan is to call for an online vote of members.

The document is attached so as to retain the formatting.

Annual reports due at annual business meeting: Jenn requested that reports for the Annual Meeting be submitted to her by October 26, 2016. The Committees and Sections should report on what they have done, but also what they plan to do in the coming year. Short and succinct. Jenn will compile and send out to the membership by November 1. She will print only a couple copies to bring to the meeting.

Old Business



WildApricot training: Jenn mentioned again that if sections or committees let her know who might want the online training by WildApricot on how to set up event registration. It is advantageous for sections and committees to be using it.

Section, Committee and Liaison Reports

Vice President

Submitted by: Marilyn Borgendale

Engage: I have just begun exploring the Engage software, provided free from ALA, to assist state advocacy and lobbying efforts. There are webinars and training videos and almost all state associations are using it so there are plenty of examples to suggest how we might use it in NHLA. [de](#)

Wild Apricot: I have been providing technical assistance for WildApricot and am happy to continue being a resource for sections and committees.

Fall Conference and Business Meeting: registration is going well for the Teaching Tech programs and we should have a quorum for conducting business.

Immediate Past-President

Submitted by: Amy Lapointe

All nominees for the Geisel award have been notified whether or not they are the recipient. The award recipient's registration fee for the fall conference/ annual meeting has been comped. I have ordered the award from "New Hampshire Pewter" in Somersworth, NH. As in years past, it is a 10.5" pewter plate engraved with:

New Hampshire Library Association (rounded to make the top half of the circle) Ann Geisel Award of Merit (rounded to make the lower half of the circle)

The NHLA logo
name
year (All three lines centered in the middle of the circle)

It will cost \$130-\$150.

The 2016 NHLA ballot was sent to members via survey monkey/ Wild Apricot. Paper ballots were sent to members who don't have an email address listed (as well as a letter from Dara asking for updated contact information). Members had about 2 weeks to vote. Almost all who voted did so within a few days of receiving the email. We did not receive any paper ballots.

Results were as follows:

Vice President/ President-Elect	Sylvie Brikiatis	118
Secretary	Matthew Gunby	92
	Pius Murray	24
Assistant Treasurer	Deann Hunter	117



The candidates have been notified of the outcome.

American Library Association Councilor:

Submitted by: Amy Lappin

I submitted the Annual State of the Chapter Report to ALA in September. Thank you to the NHLA board members who provided the information for this report. Once ALA has made the latest report available, it will be posted on the ALA site at <http://www.ala.org/groups/state-chapter-annual-report#completed>.

ALA Executive Director Keith Michael Fiels announced his plans to retire at the end of July 2017. Keith has been the Executive Director since 2002.

For any libraries interested in learning more about participating in Money Smart Week 2017, ALA's Chapter Relations Office is offering an hour long webinar on October 14 at noon. Register at <http://bit.ly/2cqny1i>

New England Library Association Representative

Submitted by: Denise M. van Zanten

The Fall Conference is fast approaching! The program schedule can be found at <http://conference2016.nelib.org>

The NELA Educational Assistance committee is planning a Wine Toss fundraiser. If you will be at the conference join us for this fun event on Sunday night during the Vendor Reception.

NELA Board accepted the nomination for this year's Emerson Greenaway Award recipient. The award will be given at the Sunday Evening Banquet at the conference.

NELLS II was very well attended. Mary Etter and Krista McLeod are compiling the evaluations for a more detailed report.

Dual memberships are now running with New Hampshire, Vermont and Massachusetts.

As part of the last board meeting President Deb Hoadley invited Jody Grady, ALA Director Office for Diversity, to talk to the group. As a follow up I have registered to attend an ALA Webinar on Diversity.

Participated in the NHLA retreat on September 20th.

Academic Section

Submitted by: Karin Heffernan

No report submitted

Children's Librarians Section (CHILIS)

Submitted by: Kristen Paradise



Conference The fall conference will be held at the Beane Conference Center in Laconia on Thursday, October 27 and will be hosted by Gail Drucker. Author Cece Bell sent a video acceptance for the Great Stone Face Award that will be shared at the business meeting. Paul Durham, New Hampshire resident and author of the Luck Uglies series will be the luncheon speaker. Conference sessions will include privacy issues regarding youth and how to spruce up story time.

Board Openings I (Kristen Paradise) will finish out my term as President at the end of this month. I have transferred jobs from Children's to Circulation in my library and will be stepping down from the CHILIS Board. I am grateful for the time I have had working with CHILIS and NHLA.

Vice President/President-Elect Liz Gotauco will also be stepping down at the end of October. She is taking a job as a Teen Services Coordinator in Rhode Island.

An election will be held at our Oct. 27th Conference. Individuals have expressed interest in the following Board/Committee openings: -Co-conference Chair, Vice President/President-Elect/Past President and Secretary (1 year-to fulfill previous Secretary's term).

Membership – Susan Laun (edited) As of 10/5/16, CHILIS has 149 active members, 1 new/pending member, 2 renewal pending members, 2 lapsed members and 106 registrants for CHILIS Fall Conference.

Program Proposals for the 2017 Spring NHLA Conference- Liz Gotauco Great Stone Face Tea: Which book won the Great Stone Face Award this year? Be on hand for the announcement, plus booktalks of the new nominees list. *In this proposal, I reminded NHLA that we'd like to extend discount registration to NHLMA members to attend an afternoon of programs with this and the Chris Rose presentation.

The Best in New Children's Books Learn about some of the best new books for children published over the year. Chris will share new titles by favorite authors, great read-alouds and books that kids will especially love. This spirited presentation will include books from all genres for readers in grades K-5. \$300 + travel expenses.

Four Sessions with Early Literacy Expert Saroj Ghoting

Early Childhood Literacy Consultant Saroj Ghoting will present four 50-minute sessions throughout one day of the conference focusing on early literacy and storytime training. Ms. Ghoting is the co-author of five ALA publications, including *Early Literacy Storytimes @ Your Library: Partnering with Caregivers for Success*, *Storytimes for Everyone! Developing Young Children's Language and Literacy*, and *Storytime Effective Practice to Strengthen the Development of Newborns to Five-Year-Olds* among others. She has been a consultant for the American Library Association on its Every Child Ready to Read initiative, and has brought her expertise to staff training all over the country. Here are descriptions of each session she would present as part of her day-long training:

1. Empowering Your Library and Your Community with Every Child Ready to Read®

Learn how partnerships, marketing, outreach, collections, parent/caregiver workshops, and storytime programs all work together to ensure all children enter school ready to learn to read. This session will start with an overview of early literacy skills and the five early literacy practices from Every Child Ready to Read® initiative from American Library Association then explore ways to articulate to current and



potential partners how the informal learning environment of the public library supports formal learning and family engagement.

2. Supercharged Storytimes: Interactive Talking and Reading with Young Children

Storytimes that engage children with interactivity, intentionality and community of practice increase children's early literacy learning. Based on the VIEWS2 study from the University of Washington, we will look at how recent brain research informs language practices for the youngest children and explore interactivity through the ECRR2 practices of talking and reading. Includes hands-on activities.

3. Math is All Around Us: Recognizing and Building Math Concepts into Traditional Storytimes

Participants will engage in hands-on activities to understand how any storytime can support math development, making it approachable for children, their parents/caregivers, and storytime providers alike. This session includes information on mathematical concepts, from birth to age five.

4. More Than Make Believe: Factual Books in Storytimes

The recent emphasis on informational text when children enter school offers us opportunities to share factual books with young children as part of our storytimes, catering to the curiosity that young children have about the world around them. At this session, we'll explore different types of factual books and ways to share them with young children, including practices to share early literacy tips with parents and caregivers that support vocabulary and background knowledge.

Great Stone Face Committee Long-time Committee Chair Luci Albertson is stepping down. The Board thanks her for her many years of service. Sarah Hydorn of the Amherst Town Library will head up the GSF committee.

Information Technology Section (ITS)

Submitted by: Lara Croft

We held a meeting August 11, 2016 at the Langdon Public Library in Newington and discussed some changes for our section bylaws. We didn't have a quorum at the meeting so couldn't vote on them but will do so at our next meeting.

Other news is Mark Glisson (our section Co-Pres this year) and I will be passing the torch to Kate Thomas of Hampstead Public Library as President, and Kate Butler of Rodgers Memorial Library in Hudson as Co-President, at our meeting this month in Moultonborough. You'll be seeing them at upcoming NHLA Board meetings.

I have enjoyed my time on this Board and look forward to continuing to actively support information technology in NH libraries!

Next ITS Meeting: Thursday, October 27 10 AM – 12 PM at Moultonboro Public Library at 4 Holland Street in Moultonboro, NH

"The Big Share"

Share what programs or tools you are trying out, wish to try out, or even getting rid of, and why?



Reference & Adult Services Section (READS)

Submitted by: Nancy Miner

Fall Conference

The Fall Conference on September 23 at Hooksett Library had 104 attendees (4 over our limit,) interesting speakers, and was a useful forum to connect librarians with the new KitKeeper Service we will be rolling out next month.

READS Website

A new online form has been added to the READS website under the Resources tab called Library Programs for Adults. The form will make it easy to share program ideas, especially when we fix the technical bug that won't let the user submit. This problem will be short-lived.

We would like to encourage everyone that has successful programs to list the information there as a source for the library community.

Award

The READS Award of Excellence was given to Karen Frey from Nesmith Public Library. The award was presented by Myra Emmons, who has stepped up to fulfill the Past President's duties this year. We had five nominees this year.

Urban Libraries Section (ULAC)

Submitted by: Todd Fabien

ULAC has \$2,618 according to the Treasurers Report.

There was a discussion on the usefulness of a Director's Roundtable at a conference like NHLA.

Potential themes emerged like "If I only knew then what I do now", and "What an MLS doesn't teach you." A ULAC representative is going to look into this further with an NHLA contact.

Personnel & Human Resources challenges were discussed. Collectively, throughout interviews this summer we have seen a lack of qualified applicants in a variety of Library positions from Library Page up to Department Heads at larger libraries. Is the lack of enough regional MLS programs that are ALA accredited a contributing factor? Applicants have complained consistently about lack of benefits at public library positions compared to say academic library benefits or other fields in general. For entry level positions we're still seeing a lack of knowledge of librarianship by inexperienced applicants who simply apply because they enjoy reading. Proactive librarianship education to the public is a never ending uphill battle.

ULAC is considering taking a day trip by bus to Boston Public Library in a few months to see the facility update.

Young Adult Librarians Section (YALS)

Submitted by: Susanne Cortez and Gail Zachariah

We had our Fall Conference at LGC in Concord on September 22. We had about 70 in attendance. Ellen Oh spoke on diversity and why we need it in libraries. She was terrific and I highly recommend her as a speaker.

The Flume Award winner will be announced at the NHLA Fall Business meeting on 11/3/2016.



We elected new officers:

President: Susanne Cortez, Lebanon Public Library

Vice President: Tanya Ricker, Pease Public Library

Past President: Gail Zachariah, Keene Public Library

Treasurer: Donna Hynes, Rochester Public Library

Secretary: Liz Gotauco, Merrimack Public Library. However, Liz has since resigned as she has taken a job in another state so this position is vacant for the time being.

Webmaster: Barb Ballou, Whipple Free Library

Paralibrarian Section

Submitted by: Eileen Gilbert

The Paralibrarian section is sponsoring three workshops in September and October. 12 people attended the Cataloging Basics class in Peterborough September 14 and 28. The teacher was Linda Kepner. Eight people have signed up for Preparing your Paralibrarian Application on October 12 in Rye, taught by LeeAnn Chase and Julie Spokane, Nine people are signed up for the Technical Services class in Portsmouth on October 24, taught by Sarah Cornell. We hope to announce a computer network class for November.

Two more people had completed Paralibrarian Certification applications before the end of August. The certificate holders will be honored at the NHLA fall business meeting in Hooksett on November 3.

The section board will meet on October 14 at 10am in Hooksett. The section board is looking for stories about how helpful and effective the Paralibrarian Certification process has been for individuals and NH libraries. We would also like to say thanks to our outgoing membership chair, Kathy Tracey of Lebanon.

Results of 2016 elections:

Edmund Lowe of Nashua is 2017 president

Sarah Frost of Belmont is 2017 vice-president/2018 president

Julie Spokane of Brookline is retained for 2 year term as treasurer

Lee Ann Chase of Hooksett is retained for 2 year term as secretary

Jackie Monaghan of Derry is appointed as membership chair.

Advocacy Committee

Submitted by: Christine Friese

The Advocacy committee met in September and determined two projects to start off the year:

- Updating and expanding the web page as needed
- Creating a sample and procedure for social media blasts: building the content, choosing a date and providing NH librarians with ready-made social media for Twitter, FB, Instagram as appropriate to help focus attention and streamline for busy librarians

The Committee has a booth at the NH Municipal Association Annual Conference Nov 16-17 in Manchester.



The committee also seeks new members and hopes that in using GoToMeeting we will entice librarians from around the state who cannot commit to travel for meetings. The GoToMeeting tool is functioning very well for our purposes.

By-Laws Committee

Submitted by: Carlos Pearman/Eric Stern

Conference Committee

Submitted by: Pamela Johnson-Spurlock/Dara Bradds

NHLA 2017 Spring Conference Update

Venue

- The conference will be held May 4-5, 2017 at the Harborside Sheraton in Portsmouth New Hampshire.
- Conference costs will be \$80/day or \$150 for both days for NHLA members. This includes breakfasts, lunches, snacks, and beverages for the duration of the day.
- Hotel rates are \$159/ night
- Overnight parking is \$19. We are still hoping to find a way to validate parking, so that it is not at the cost of the attendees.
- In 2014 there were 166 attendees. We have the capacity for up to 300.
- We anticipate total costs of the conference venue to be approximately \$12,000.

Speakers

We are paying a speaking fee for our kick-off speaker, Unshelved. And, will pay room and meals in addition to air fare for our second keynote speaker. The subcommittees and Chairs have not had a formal meeting to determine budget details for remaining speakers to be determined. However, there will be a very limited number of additional presenters to receive compensation.

- Keynote speakers are George Needham current director of Delaware Public Library in Ohio, Past VP of OCLC, and past Executive Director of PLA. And, Gene Ambaum of the library comic strip Unshelved.
- George is only charging for cost of travel, room, and board. ~\$1000.
- Unshelved is \$3600.

Conference Sub-Committees

Pamela sent out initial communications to potential subcommittee members this past spring. We have confirmation from the following participants: Steve Butzel (vendor coordinator), Mark Glisson (ITS section rep), Caitlin Stevens (READS section rep), and Liz Gotauco (CHILIS section rep).

- We will review program proposal in the next few week, and get in touch with subcommittee members to meet late November or early December.
- We hope to be confirming speakers in January-February.

Continuing Education Committee

Submitted by: Barbara Prince

At the August NHLA meeting, the board approved the Continuing Education Committee's recommendation of an increase in MacDonald grants from \$200 to \$500 dollars. The information and



the form on the NHLA website have been revised. The changed maximum amount was announced to New Hampshire libraries through the NHAIS e-mail list.

Since the beginning of the fiscal year, the Continuing Education Committee has awarded two MacDonald grants:

- 1) \$175 for the ALA online course "Using WebDewey and Understanding Dewey Decimal Classification" and
- 2) \$500 towards the \$615.00 fee for the "Growth and Development of the Young Child" class at River Valley Community College in Claremont.

Intellectual Freedom Committee

Submitted by: Julie Perrin

Chair & Committee Activities Fall 2016

Both the formation of an actual committee and the development of web resource page(s) are in the works.

As chair, I have responded to any confidentiality and intellectual freedom issues discussed on the NHAIS list-serv. The need for a statewide discussion of collection development has become apparent. The development of workshops and round-tables to provide this necessary education statewide will be one of the first goals discussed at the first full committee meeting.

The first in-person committee meeting will take place in Greenfield on Friday, October 21 from 10 am – Noon. Subsequent meetings will (hopefully) use GoToMeeting. Eight people have signed up to attend.

I attended the State of the States IFC meeting on August 18 with ALA.

I shared Greenfield's Banned Books Week video with Kristin Pekoll at ALA-IFC, who shared it on their Banned books site. <https://youtu.be/Zi4dj9gGejY>

I have collected photos of banned books displays and events throughout the state and am in the process of creating a montage of our state's BBW activities to share at the next State of the States meeting in November. These images from creative librarians throughout NH will also serve as models and ideas for BBW that will be added to our website as part of librarian resources.

I am awaiting an update on the website development from NHLA.

Intellectual Freedom News

The following may be of interest.

- Librarians Stand Again Against FBI Overreach <http://www.courant.com/opinion/op-ed/hc-op-librarians-stand-up-to-patriot-act-again-20160927-story.html>
- Banned Book Challenges map 2007-2011 <https://www.google.com/maps/d/viewer?mid=1y1-8u5944bBJQf9yribSP2ofPZo&hl=en>



Legislative Committee

Submitted by: Randy Brough
No report submitted

Membership Committee

Submitted by: Dara Bradds
No report submitted

Scholarship Committee

Submitted by: Sarah Leonardi

For the September deadline, the Scholarship Committee received one application for a Rosalie Norris Scholarship. The committee awarded the grant to Holly Brown, Director of the Gilman Library in Alton. Holly is attending the University of North Texas through the cohort program at the Manchester City Library. Through her application and letters of reference it is clear to see that Holly is established in and committed to serving her community. Holly has been actively building her library education for years and we are pleased to be able to support her efforts to finally pursue her MLS.

A Winchell Loan recipient whose loan was due to be repaid in September of 2016 has asked for an extension until December 2016. I agree provisionally to the proposed timeline, but am asking the Board to officially approve this request at our October 11 meeting.

The Committee is also proposing that we amend the Winchell Loan contract into include a penalty for late repayment. While most loans are repaid on time, there have been a few instances of payments made behind schedule. Currently there are no repercussions to the borrower for overdue balances. The revolving nature of the fund relies of timely repayment and delinquency could have an impact on the ability to grant additional loans.

Before the next award cycle, I will be work with the NHLA Treasurer and Bookkeeper to establish a process to notify past loan recipients of their outstanding balances on an annual basis (this used to be completed as part of the full audit process, but may not have been done since the Association moved to compilation audits, etc.) and track any late payment penalties.

The next deadline for scholarship and loan applications is May 1, 2017.

Committee Members:

Carlos Pearman
Brittany Buckland
Thomas Ladd

Fundraising

Submitted by: Linda Walker
No report submitted

Center for the Book Liaison

Submitted by: Edmund Lowe



No report submitted

NH Automated Information System (NHAIS) Liaison

Submitted by: Katherine Dormody

No report submitted

NH Library Trustees Association Liaison

Submitted by: Marty Davis

The NHLTA Board met on September 7 and October 5, 2016.

NHLTA "Construction Projects" Workshop

Saturday, October 22, 2016.

"Library Construction Projects: From Design to Financing"

10:00 a.m. – 12:30 p.m.

To be held at: Hooksett Library

31 Mount Saint Marys Way, Hooksett

NH Municipal Association Conference and Trade Show

Wednesday and Thursday, November 16 and 17.

The NHLTA will have an exhibit table. We have requested a booth next to the NHLA booth.

Radisson Hotel, Manchester, NH.

NHLTA Personnel Workshop

Wednesday, November 30, 2016.

"Getting Started on Effective Performance Management"

10:00 a.m. – 1:00 p.m.

Online [REGISTRATION](#) Only

To be held at: NH Municipal Association.

25 Triangle Park Drive, Concord

NHLTA Annual Conference 2017

The NHLTA Annual Conference will be held at the Grappone Center on Wednesday, May 24, 2017.

NH State Librarian:

Submitted by: Michael York

No report submitted

NH State Library Liaison:

Submitted by: Ann Hoey

No report submitted



Website Coordinator:

Submitted by: Marina Buckler

No report submitted

The Annual Business Meeting is 1:15 on November 3, 2016. The next Executive Board meeting is December 13, 2016 at the NHMA, 2:00 PM EST.

Other business: Todd Fabian mentioned that ULAC had discussed the number of open positions in NH and the lack of qualified applicants in New Hampshire—particularly for department heads, division heads and assistant directors. The board had a brief discussion, including an assessment from Sarah Leonardi that applicants for the scholarships and loans are more interested in technology than in library administration.

The meeting was adjourned at 3:30 PM EDT.

Respectfully submitted,
Marilyn Borgendale, Vice President

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