



## **NHLA Executive Board Meeting Minutes**

**December 8, 12:00-4:00**  
**Virtual Meeting via WebEx**

Call to order at 12:02 PM

Members Present: Amy Lappin, Yvette Couser, Denise van Zanten, Sarah St. Martin, Mindy Atwood, Kim Gabert, Lori Fisher, Amber Coughlin, Azra Palo, John Locke, Mat Bose, Mark Glisson, Kersten Matera, Katharine Gatcomb, Alex Graves, Heather Rainier, Cyndi Burnham, Randy Brough, Linda Pilla, Leigh Ann Hamel, Carlos Pearman, Conrad Moses, Michael York, Lisa Jose, Angela Brown, Elizabeth Holcomb.

Meeting called to order at 12:04 PM

Motion to approve the minutes from the October 13 meeting made by Randy Brough seconded by Heather Rainier, passed unanimously.

Motion to approve amended agenda Yvette moved by, seconded by Lori. Passed unanimously.

*Note: voting members were polled individually for all votes.*

### **Officer's Reports**

- [President's Report](#)
  - There is no chair of the EDI Committee. Instead have co-liaisons Leigh Ann Hamel and Elizabeth Holcomb who will be attending Executive Board meetings.
  - Amy created another ad hoc committee: State Ecosystem Committee, run by Lori Fisher, and Amy is participating as well. NHLA could be communicating and participating better with other library association partners and would like to do something to streamline communications across all library organizations. This is a long term effort, and it's at the fledgling state.
  - NHLA has several vacant board positions. Please reach out to your networks for:
    - Center for the book Representative
    - Social Media Coordinator
    - Archivist
    - Conference Chair
  - Amy stated that it's been her pleasure to serve as president. She has enjoyed working with everyone and hopes to continue work as past president in advocacy, nominating committee, EDI, and other areas.



- [President Elect's Report](#)
  - Yvette had started work on the Sustainability Committee, but those intentions were pushed aside because of the formation of the EDI Committee. Will continue to work on EDI committee as able, and return to work on the Sustainability Committee.
  - Moving forward Yvette would like to make sure we keep track of the goals that Amy has set in place, including improving communication with other groups that NHLA intersects with.
  - There has been a lot of talk about a NHLA marketing publicity plan and logo, which leads to a strategic plan, and Yvette would like to begin this process.
  
- [Treasurer's Report](#)
  - NHLA fall conference income was incorrectly listed on profit and loss, which Kim will send out to the Board again. The conference brought in \$1425 with the optional sliding scale for a registration fee, and expenses were \$1500, so we did very well.
    - ULAC donated \$1000 toward the conference, which they did not want back. Kim will have to check which line it went into. Denise said it should have gone into the fall conference income line, so \$2425 should be reported as income.
  - Outgoing board members be sure to fill out director questionnaire that Kim sent for the audit.

### **State Library Report**

- Diana DeCota retired after 42 years. Diana coordinated the van system, and there's a hiring freeze, plus the State is down a van driver.
- Van delivery going well. No indication that there will be a shutdown. As long as we can keep van drivers safe, and the majority of library's want van service, it will keep running
- Lori working on the LSTA report
- Michael wishes everyone a safe holiday season

### **EDI Committee**

- Still looking for new members, send email to [edi@nhlibrarians.org](mailto:edi@nhlibrarians.org)
- Committee is hoping to get James McKim from the Manchester NAACP as a speaker in January. His full speaker fee is \$500, and the EDI Committee would like to request \$500 today from NHLA to cover this fee.
  - Committee is thinking of doing another sliding scale like we did for Business Meeting, as that was successful, and plans on discussing this at their next meeting tomorrow.
  - Not sure if there is a cap for the presentation. Yvette will check on that.



- Discussion on what line this \$500 would come out of, as EDI has no budget.
- Linda offered to have Membership support this program by taking the money out of her line. Membership has \$2000 budgeted for FY20, but has not spent any of it yet due to COVID. Any income generated from registration fees would go back into the Membership line. *(Linda left the meeting after this offer so the following discussions did not include further input from the Membership chair.)*
- Discussion of the need to have a line for EDI for next budget, or for any new committee.
- Discussion on NHLA's budget, which is running at about an \$8,000 deficit. Just because we have money budgeted doesn't mean we have to spend it. Membership fees are starting to come in and are collected through March or later, and it's not certain that the \$2000 that was budgeted will be collected.
- CLNH just had a virtual conference, and it was successful, but people are very screened out, so suggestion that what NHLA does virtually we do with intention.
- Suggestion that the program be pushed back later in the spring, so that we can assess how much money Membership has brought in after a few months. The EDI Committee was hoping for January to coincide with Martin Luther King Day, leading into Black history month/February, and also it's beginning of the year. If NHLA has made a statement of Equity, Diversity, Inclusion, and are committed to educating our members, and providing resources and tools, we need to figure out where to start. This first program is just a step in the work that will be long term. Committee is hoping to schedule 3-4 programs a year, so starting earlier is better.
- Suggested that it would be good for the board to give money to get the EDI Committee off the ground. But NHLA doesn't have any money to set aside right now, or potentially even for next fiscal year.
- Suggested that the program is a co-sponsorship between Membership and EDI. Future sections/committees could also co-sponsor programs, such as READS, using their budget to get EDI through until the new budget starts in July. This would work well with one of the goals of the EDI Committee, which is to support sections to provide trainings.
- Important to consider how much conferences drive membership, so having a program earlier in the year could justify NHLA membership for library staff.
- Randy made a motion that NHLA contribute \$500 to fund the EDI Committee's next speaker from the Membership line, with the expectation that the EDI Committee will recoup that money in any way that works, and any money they recoup would go back into the Membership line. Mindy seconded.
  - Additional discussion on NHLA running a deficit budget and the fiscal responsibility of the organization, which is not to say that the Board does not support the work and importance of the EDI Committee, which NHLA has committed to. Even if it's a Membership program, there are still



budget implications to scheduling the program in January without knowing what will be brought in for membership income.

- Leigh Ann mentioned that \$500 is very competitive and a lot less expensive than most speakers.
- The EDI Committee believe this program should be happening, but Leigh Ann said she is happy to take all this information back to the committee's meeting tomorrow, and Elizabeth agreed. They can discuss and propose another way to do this program, and consider other ways to fund after hearing the status of NHLA's budget and some of the concerns. They still plan on having this presenter, but conceded that it could happen in the next 3 months given the budget deficit.
- Since the liaisons of the EDI Committee withdrew their request for NHLA to give them \$500, Randy withdrew the motion.

### Section and Committee reports

- Scholarship: nothing to report.
- Continuing Education Committee:
  - Deb Hoadley has resigned; discussion of whether to keep the committee to be had at the February meeting.
- Membership: no report
- [YALS](#)
- [CLNH](#)
- [READS](#)
- ULAC: no report
- Paralibrarian Section: did not meet since last NHLA meeting.
- [Advocacy and Legislative Committee](#)
- [Information Technology Section](#)
- Intellectual Freedom Committee: nothing to report.
- Conference Committee:
  - Denise is stepping down as Chair since she will be Vice President. Position needs to be filled. No one has volunteered. Not as painful as looks, and have a good set of Officers to help you. No special experience needed. Someone who's really organized. Dealing with vendors, money, budgeting, membership, good learning opportunity to hone those skills. Doesn't have to be a library directory, and Denise will be happy to mentor someone. This will be for May 2023. Start planning in fall 2021. Already have a contract signed with Mill Falls.
- Bylaws Committee: no report



- [ALA Councilor](#)
- [New England Library Association Liaison](#)
  - Mark Glisson generously volunteer to be the NH liaison to the NELA ITS section. Thank you!
- NH Center for the Book Liaison: no report
- [Database Administrator](#)
- [Technical Services Ad-Hoc Committee](#)
  - Angela asked how formal the minutes need to be, and if they need to be voted on. Don't have bylaws. Putting minutes on google drive right now. As long as keep minutes, NHLA bylaws says nothing regarding ad-hoc committees having to follow those procedural rules, so up to you to decide what to do as you work things out. Agreed keeping minutes is good.
- [EDI Committee](#)
- [NHLTA liaison](#)
- Social Media: vacant
- Archivist: Position vacant

### Workshops: How everything works

- Who does what
  - Amy went over voting and nonvoting members, meeting dates, and Officers.
- Reports – what, when, how long, and to who?
  - Facts are fine. If your committee doesn't meet, and there's nothing to report, that's fine. Secretary will ask for reports a week before. If something happened after the report was submitted, please bring it up at the meeting.
- NHLA financial procedures – Kim Gabert
  - Payment request forms are on the NHLA website under About NHLA->NHLA Financial Reports: Deposit form/payment form/treasure training document. Kim asks the section treasurers or section presidents to fill out forms in order to go through the financial decision makers of the sections.
  - Kim sends out profit and loss statements, and sections can check against their own section statements for inaccuracies.
  - Email [treasurer@nhlibrarians.org](mailto:treasurer@nhlibrarians.org) with any questions or if you need copies of past statements. Annual reports are on the NHLA website.
  - NHLA runs on a fiscal year budge of July 1-June 30.
  - Membership is on a calendar year, Jan-Dec.
  - If you have to pay a speaker over \$500, you need a W9.
  - Checks over \$1000 have to get cosigned by another Officer. So submit payment requests as early as you can.



- Start planning for FY22 budget in February, and Kim will send messages to sections asking to look at budget. NHLA's budget has to be approved by the June meeting, but try to submit earlier so can be approved in April in case there are concerns or questions, which can then be addressed and voted on in June if necessary.
- Advocacy 2021 – Lori Fisher
  - Lori went over the 5 priorities that were decided on by committee members, submitted in her report.
- Google email, docs, & passwords – Sarah St. Martin
  - Each section has their own email
    - Get password logins from outgoing chairs
    - If you forget your PW, or don't know it, email Mindy, the Secretary, and she will reset it
    - Remember to change the recovery and forwarding email to yours.
    - The first time you login you will need to get a code, which goes to the Secretary's cell phone. Contact the Secretary and they can send it to you.
  - Each section has the ability to have their own Google drive or folder to be used for storage of information in one place housed by NHLA, such as minutes, agendas, program/conference documents.
    - If you currently are keeping your section files elsewhere, consider using the google drive as part of your NHLA section so everything NHLA related is in one place.
    - The Secretary can create drives for sections if need be. Login emails are the @nhlibrarian accounts
  - Changes and updates that need to be made to emails associated with the Executive or Officers email list should contact the Secretary.
  - If you need the GoToMeeting password, contact the Secretary.
  - Randy thanked Sarah for taking the minutes over the past two years.
- NHLA yearly calendar
  - Please add section events to the NHLA calendar. Believe the calendar is updated by the website coordinator. [webmaster@nhlibrarians.org](mailto:webmaster@nhlibrarians.org)
  - There was some confusion on who actually has the ability to add events to the calendar. Amy will check with Marina, the website coordinator, on if she needs to give permission to anyone.
  - WordPress accounts for posting on the NHLA website are created by the website coordinator.
- EDI Committee
  - Sections will be hearing from EDI in the New Year to set up a meeting or attend a board meeting to have a more in depth discussion about what the EDI Committee can do for each section for the future.



- Wild Apricot:
  - You can do a lot, for example send an email to entire membership. Lisa, our Database Administrator, will reach out to those who need to use Wild Apricot to go through any orientation.
  - If anyone wants to get a head start Lisa has training materials in the Wild Apricot folder on the google drive (in NHLA for All drive). She's added all new members so far, but let her know if you need permissions.
  - Please use the templates for events. If you've never done it before, check in with Lisa first.
- Other questions
  - If you have other questions, ask the Officers or the Executive Board, or the person who you replaced
  - Randy thanked Amy for her grace and good humor for leading us through a tough year

#### **Incoming President Yvette Couser**

- Yvette expressed interest in knowing what everyone's goals are.
- She will be focusing on the State Ecosystem, EDI, budget, membership and reaching out to members to see how we can assist them and make membership valuable.
- Happy to step into this role and looking forward to working with the people who will be serving with her, especially those with lots of knowledge!

Adjourned at 3:15.

Respectfully submitted by Sarah St. Martin



**NHLA President's Report  
December 2020**

EDI Committee work forges ahead with the committee meeting every two to three weeks. Currently the work is focused on bringing speakers and workshops to the NHLA community. We hope to be offering our next one in January 2021. Marina is still working on an EDI resources button for the NHLA homepage. It has proved to be more complex than originally thought. In the meantime, she has created a dropdown menu at [nhlibrarians.org](http://nhlibrarians.org) to link to the NHLA Statement Calling for Action to End Racism and links to EDI resources. This coming year, Elizabeth Holcomb and Leigh Ann Hamel will serve as co-liaisons to the NHLA board and attend NHLA board meetings providing reports and updates from the committee.

NHLA still has open board positions that need to be filled. We are looking for a Center for the Book liaison, Social Media Coordinator, and NHLA Archivist.

Deb Hoadley has resigned as Continuing Education Chair. Before a new chair is appointed, Deb recommends a conversation among the board regarding the possibility of dissolving the Continuing Education committee which has increasingly found their work made redundant by the work of sections and committees planning their own professional development activities. This isn't necessarily a bad thing, just a shift in how educational needs are being met by our members. Deb has brought many excellent opportunities for CE to NHLA and has thought through our options moving forward. I have invited Deb to the February meeting for a more comprehensive discussion. NHLA members will be relieved to know that Deb is not leaving NHLA work, but shifting her focus. She plans to continue working on NHLA Advocacy and Legislative issues.

In one of my last acts as NHLA President, I have created a State Ecosystem Task Force. I will work alongside Lori Fisher, Advocacy and Legislative co-chair, with the purpose of exploring how NHLA can partner with other NH library organizations to mutually benefit all when our goals and work intersect. The task force will examine how a State Ecosystem might work within our current bylaws, identify potential partnerships, and define collaborative priorities. The task force will report at the regular Executive Board meetings.

While my presidential year has ended, my priorities are to continue working with the ad hoc EDI Committee, the Advocacy Committee, and with the newly formed State Ecosystem Task Force. As incoming past president, I look forward to working with a nominating committee to find dynamic people who are willing to stand for election in 2021 for the 2022 year. I also look forward to chairing the NHLA Awards committee.

Regards,  
Amy Lappin



## **NHLA - Vice President Report for December 2020**

Yvette Couser

I continue to regularly attend the NHLA EDI Committee. I have been communicating with potential speakers for a January online event. I will leave the detailed EDI report to the Committee representatives.

Goals that have been discussed during 2020 that I intend to continue as President include:

- Strategic Planning, to include Marketing/Publicity plan with a goal to update the NHLA Logo
- Continuing education and support for our library staff regarding EDI
- Continuing education and support for our library staff regarding sustainability in libraries
- Continuing to improve collaboration with the NHLTA Board



### NHLA Treasurer's Report

December 2020

Kim Gabert, NHLA Treasurer

### Financial Report

Please find attached a copy of

- NHLA's November 2020 Profit & Loss Statement
- NHLA's Balance Sheet as of November 30, 2020
- FY21 Income and Expenses as of November 30, 2020

NHLA's total assets as of November 30, 2020 were \$224,108.37.

Below is a listing of cash held by each account as of November 30, 2020.

NHLA checking	\$2,046.87
NHLA savings	\$58,669.18
CLNH	\$15,996.21
READS	\$4,205.84
PARALIB	\$6,382.07
ULAC	\$3,913.33
YALS	\$5,275.45
ITS	\$1,325.16
WINCHELL LOAN (revolving fund)	\$20,998.50
NORRIS (scholarship)	\$1,089.48
MACDONALD FUND (continuing ed/professional development)	\$15,375.03



**YALS Section Report  
December 2020**

YALS met on November 12<sup>th</sup> on GoToMeeting.

The following was discussed at our November meeting:

- The survey results from our September Get Lit event were reviewed. Overall, feedback was positive.
- YALS would be interested in partnering with CLNH in the new year for another program share with youth librarians from across the state.
- The first teen after-hours program was a success with 24 teens in attendance. The program was a collaboration between YALS and several libraries across the state, and will continue into 2020.
- 2021 meeting dates were confirmed. The YALS board will continue to meet virtually. The dates are as follows: January 28<sup>th</sup>, March 25<sup>th</sup>, May 27<sup>th</sup>, August 26<sup>th</sup>, September 23<sup>rd</sup> (annual meeting), and November 18<sup>th</sup>.

Respectfully submitted,  
Katharine Gatcomb, YALS President  
November 30, 2020



### **CLNH Report**

On November 13th the CLNH Board met briefly to discuss upcoming events and prepare for our virtual fall business meeting.

On December 3rd we had our first virtual conference with keynote speaker Dan Santat. We had up to 89 people virtually attending our event. There were various publishers that presented new and upcoming children's literature. During ourthe fall business meeting portion we elected new board members and also approved the ability to do online voting in place of in person voting. We have so far received positive reviews of the conference.

In the upcoming months we will continue to partner with YALS for various virtual workshops. At the moment we have not discussed if our spring conference will be in person but I believe we hope to have a conference.

Respectfully submitted,

Azra Palo



# READS

REFERENCE AND ADULT SERVICES SECTION

## READS President Report to NHLA December 8, 2020

The READS Executive Board met on Friday, November 13 at 10 AM via GoToMeeting.

### Programming

- The Programming Committee welcomes new member, Laura Pezzone, Assistant Director at Newbury Public Library and is still looking for one more committee member.

### Newsletter

- The December newsletter will include an article about virtual holiday-themed programming.

### Website

- Our new website coordinator, Alexa Moore has put a lot of time and effort into making the READS page up-to-date and easier to navigate. Thank you, Alexa!

### Transition and Officers

- Transition to incoming officers from outgoing officers is complete.
- We are pleased to welcome new board members Jessica DeLangie, treasurer and Jane Martina from Wadleigh Memorial Library, the new public relations chair!

### READS Award of Excellence

- Was not awarded this year.
- READS looks forward to promoting the Award next year and eagerly anticipates many deserving nominees in 2021.

The READS Board is scheduled to meet next on January 8 at 10 AM via GoToMeeting.

Respectfully submitted,  
Mindy Atwood  
READS President



## Advocacy and Legislative Committee report for NHLA Board Meeting, 12/8/2020

### 1. NH Legislative Issues

LSR 2021-0039 has been withdrawn by the sponsor. At this time there are no FY2021 Legislative Service requests pertaining to public libraries pending for the upcoming state legislative session that starts in January.

### 2. NHLA COVID-19 Response

The NHLA COVID-19 Resource page on the NHLA web site continues to be updated/expanded regularly, and less valuable resources from earlier in the pandemic continue to be archived in a Google document associated with the [advocacy@nhlibrarians.org](mailto:advocacy@nhlibrarians.org) email account.

### 3. Committee Meeting & FY2021 Priorities

The Advocacy & Legislative Committee met on Thursday 11/8 to discuss FY20 accomplishments and to firm up FY21 priorities. At this time there are 11 active members of the committee aside from the two co-chairs. The following are the priorities for FY21 identified by the committee:

- Continue to provide advocacy resources and training for all NH library personnel, trustees, and supporters.
  - a. [ALA Advocacy Academy](#) (revised Advocacy Bootcamp), particularly the stories piece
  - b. NH/US legislative overview – how does process work/timing and where do librarians/NHLA/Advocacy committee fit in on both state & fed level. Co-op and state-wide level webinars/presentations
  - c. Other advocacy-related virtual trainings
- Collect specific stories from NH librarians, trustees, and library supporters to best illustrate library impact and value across NH communities in 2020, with focus of providing services in a different way, not fewer services, during pandemic. Use Engage as collection method.
- Collaborations:
  - a. Create a statewide library ecosystem taskforce using best practices outlined in the [American Library Association State Ecosystem Initiative Toolkit](#). Specifically, start to build the relationships with other library organizations in the state/region to support sustained consistent communications and networks to enhance advocacy efforts. Cooperative effort to kick off between the NHLA Officers and the NHLA Advocacy & Legislative Committee.



- b. Continue collaborating with NHSLMA and NHLTA on joint advocacy efforts (virtual meetings with congressional delegation; discussion about statewide advocacy efforts; disseminating social media posts; etc.)
- Federal congressional interaction:
  - a. Maintain regular quarterly virtual contact with our NH Congressional delegation
  - b. Communicate with NHLA members about library federal funding issues (winter/spring 2021) using Engage to have members contact congressional delegation
  - c. Coordinate with a library for each congressional member to visit during the time home August 2021
  - d. National Library Legislative Day in May 2021?
- State legislative interaction:
  - a. Monitor and communicate about potential NH bills that affect NH libraries
  - b. Build and maintain relationships with NH legislators
    - 1. Start annual documentation (spreadsheet) of librarian/trustee/supporter relationships with NH Legislators, after March town meetings (solicit for info in April each year); start with Senators & Executive Council in 2021; add NH Representatives in 2022.
    - 2. Set up virtual meetings with NH Senators for Spring 2021 to introduce NHLA and importance of libraries in NH communities...librarian from home town of Senator and someone from NHLA Advocacy Committee.
    - 3. Partner with individual libraries to request their NH Senator to record/do a live storytime or other program piece for a library in their district for Summer Reading 2021

Respectfully submitted:

Randy Brough and Lori Fisher, Co-Chairs of the NHLA Advocacy and Legislative Committee



## ITS report

ITS leadership has transitioned to Co-Chairs Mat Bose and Mark Glisson. Steve Viggiano will be continuing as Treasurer of the section.

Since the last virtual meeting on Wednesday, October 14<sup>th</sup>, when attendees discussed technology solutions for libraries during the pandemic, section members have been primarily interacting through the listserv.

A poll was sent out to gauge interest in future meeting topics, and whether more frequent meetings would be helpful.

Based on the poll, the section will continue to meet quarterly, and will also organize more informal monthly meetings to share ideas and information. Topics that poll respondents said were of most interest included: emerging technologies, technology programming, and tech support.

The next virtual meeting date is scheduled for **Wednesday, January 13th at 10:30 a.m.**

Submitted by Mathew Bose



## **ALA Councilor report for NHLA Board Meeting, 12/8/2020**

### **1. ALA Council Virtual Meetings**

I attended the virtual Council meeting on Thursday 12/3/2020 from 3 pm to 5 pm, which focused on the Forward Together initiative and next steps in the process. Council approved to move forward with a revised timeline created by the ALA Executive Board, and also approved having the current ALA President, Julius Jefferson, create a new Task Force to analyze the Forward Together Working Group report and make recommendations Council's consideration after ALA MidWinter.

### **2. ALA financial status update**

No new information has been shared with Councilors.

### **3. Virtual meetings/discussion re: ALA Council and Forward Together**

I've attended two additional virtual meetings regarding Forward Together: Friday 11/6 on Round Tables, and Friday 11/20 on Council. Both were well-attended and dialogue was vigorous. The sentiment I heard on the call was that while there is support for revamping current governance structure for inclusivity and flexibility, there is definitely not enough support to disband Council in favor of the new Assembly governing structure at this time.

### **4. 2021 ALA Midwinter Meeting will be virtual**

Not surprising, we received notice in late September that the scheduled 2021 ALA Midwinter Meeting in Indianapolis, IN in late January 2021 is cancelled and that Midwinter will be a virtual event. No word yet on ALA Annual, which is scheduled to take place in Chicago at the end of June 2021.

### **5. My participation in other ALA committees/groups**

I continue to serve ALA in the following capacities aside from NH ALA Councilor:

- Member of ALA Policy Corps, cohort II (last virtual meeting on 9/1)
- Liaison to the Committee on Library Advocacy for ALA Policy Corps (last meeting on 9/16)
- Member to the ALA Committee on Legislation (last meeting on 9/22)

I have also just been asked to become a member of the United for Libraries Advocacy Committee. United for Libraries is the Trustee/Friends/Foundation organization within ALA, and the new chair of their advocacy committee is Skip Dye, past president of United for Libraries and current Senior Vice President of Library Sales and Digital Strategy for Penguin Random House. Our first meeting will be on Friday 12/4/2020. FYI the current president for United for Libraries is David Paige, who is a library trustee at Conway Public Library here in NH.



Respectfully submitted, Lori Fisher, NH ALA Councilor, 2019-2021



## **NELA report to NHLA for December 2020**

Without an in-person conference, NELA was unable to raise the usual amount for its regular expenses (salaries, monthly bills and fees etc.) Though income from dues is still coming in, NELA will have to dip into its stabilization funds by the end of 2020.

The finance committee is meeting later this month to create the 2021 budget. It'll be challenging this year due to the same potential difficulties with hosting in-person conferences that we faced in 2020. I have joined the finance committee this year and hope to be as helpful as I can in this process.

Bob Schier, NELA's Library Association Administrator, suggested moving from Zoom to Google Meet to save money, but many on the board felt that would complicate already established virtual event planning, and so it'll be tested out by a handful of board members over the next few months before any final decisions are made.

The last day of conference was 11/19/2020. Generally, the conference was considered a success. Attendees and participants submitted positive feedback. Vendor engagement was perhaps suboptimal. There was a steady drop in attendance over the last few sessions. It was suggested that fewer sessions would probably have been fine with the membership. One advantage was being able to far more easily recruit speakers from outside New England to present. The recordings of the sessions were a great side effect of a 100% virtual conference and it is hoped they will be useful to the whole NELA membership.

Next year's conference will be tricky. NELA is discussing options with the Springfield Mutual Center. There is an anticipated lower attendance rate, if the conference can take place in person, and so there is an interest in renegotiating the contract. Next year's proposed conference theme is "NELA Class Reunion."

Maisam Nouh, ITS chair, has updated and clarified the sections bylaws. She is interested in recruiting state reps for the ITS committee. The NHLA ITS co-chairs have been contacted to see if there is anyone who is interested in liaising with the NELA ITS section.

ALA Presidential Candidate Ed Garcia would like to talk with the NELA Executive Board about their work and concerns. He would also share his platform. He is hoping to get NELA's endorsement if his platform is pleasing. The Rhode Island Library Association has endorsed Ed Garcia's candidacy. The board had a lively discussion about whether NELA could or should endorse candidates, and whether other candidates should also be given a similar forum in the spirit of fairness whether or not an endorsement is made. NELA is going to find out what other multi-state organizations do about endorsements. A group has formed around getting a candidate forum off the ground.

NELA has a new website and has migrated to Memberclicks membership software. It can do the job of Wild Apricot, but also has a bunch of other features.

Respectfully submitted,  
Amber Coughlin  
NELA Representative



**NHLA Database Administrator Report**  
**Executive Board Meeting (Online) – Dec. 8<sup>th</sup>, 2020**

- Set up EDI Committee starter page with forum in Wild Apricot (will be training another member to assist with design)
- Added Administrative privileges for several incoming Exec. Board members & committee liaisons
- Assisted/trained Membership Chair with editing of yearly renewal emails for each level
- Began researching other methods of online training for board & committee members

Respectfully Submitted,

Lisa Jose  
Database Administrator



**Technical Services Ad Hoc Committee Report**

**December 4, 2020**

The TS Ad Hoc Committee met for virtually for the first time on October 23, 2020. Another virtual meeting is scheduled for Friday, December 11. At the October meeting the discussion mostly focused on how COVID-19 has affected technical services departments and how libraries have changed (nor not) policies and practices. More details about the meeting can be found in the October meeting minutes on Google Drive. Members of the committee felt that it would be useful to meet every couple of months and Friday mornings seem to work best for most people.

Respectfully Submitted,

Angela Brown

Technical Services Ad Hoc Committee Chair



## **EDI December 2020 Report**

The Equity, Diversity, and Inclusion (EDI) Committee began as a task force in June of 2020, in the wake of the murder of George Floyd and the subsequent social justice protests that erupted nationwide. The overall goal of EDI is to support the reflection and education sought in these fraught times. In the past six months, we have been able to set (and even achieve) several of our goals, continuing to set more to work towards in the coming months, both short- and long-term.

The most forward-facing of our accomplishments was in identifying and engaging the speaker for the Annual Fall Meeting. We were delighted to welcome Shay Stewart-Bouley, executive director of Community Change, Inc. and creator of Black Girl in Maine: BGIM Media. We plan to continue offering quarterly workshops/ trainings/ meetings in order to promote further work in this difficult field. In addition to these events, we've begun reaching out to other NHLA committees to see how EDI can support their work and to determine if there is anything specific they would like to see from us. Thus far, we have had a productive conversation with the YALS Board and look forward to collaborating with others. We have also been working on more passive forms of education, such as resource lists, which will live on the NHLA webpage and will be accessible at any time.

Being a committee focused on equity, we choose to operate slightly differently than most others. We've established a non-hierarchical system to run the committee, with a rotating chair and note taker. Our meetings are open to all, and we welcome anyone to come and share ideas. We do have two formal liaisons to the Executive Board. Their role, however, is not one of leadership, but more as a voice for the committee and a way to work within the existing structure of NHLA.

In Solidarity,  
Leigh Ann Hamel and Elizabeth Holcomb  
on behalf of the EDI Committee



### **New Hampshire Library Trustees Association Liaison Report December 2020 Meeting**

- NHLTA Trustees are in the process of reviewing and updating the NHLTA Manual.
  - The Manual is updated every five years, last time was 2016.
  - The Manual can be found online at [www.nhlta.org](http://www.nhlta.org)
- NHLTA are trying to recruit new members for the board and/or committees.
  - Anyone one knows any Trustees or former Trustees they feel might be interested please contact Katrinka Pellecchia at [k.pellecchia@nhlta.org](mailto:k.pellecchia@nhlta.org) Thank you.
- NHLTA Website maintains current information for all libraries Trustees and Staff at [www.nhlta.org](http://www.nhlta.org)
  - On the home page of the website there is a link to a video of the most recent NHLTA round table on September 22nd along with notes from all three round tables held in 2020. Another roundtable is scheduled for January 27, 2-3 pm.
  - Current and past editions of the NHLTA newsletter are available on the website.
  - NHLTA has scholarships available for education to librarians and trustees. Information and applications are on the website.
- Next NHLTA Board meeting is January 6<sup>th</sup>

Respectfully Submitted,

Conrad Moses,  
NHLTA Past President