

Monday, May 14, 2018

NHLTA 2018 Spring Conference & Annual Meeting

*Location: The Manchester Downtown Hotel, 700 Elm St, Manchester, NH
(formerly the Radisson Hotel Manchester Downtown)*

REGISTRATION FORM: ONLINE REGISTRATION RECOMMENDED: www.nhlta.org

Registration deadline: Friday April 27, 2018 • one form per person

Name _____

Address _____

Town/Zip _____

Phone _____

Attendee e-mail _____

Confirmation will be sent to the email address above.

Library name _____

Do not include my name in a list of event attendees to be shared.

Trustee Alternate Trustee Library Staff

Friend Other _____

\$65 Members & Friends \$75 Non-members
(includes continental breakfast, lunch, and workshops)

I am enclosing a check for \$ _____

Mail check (payable to NHLTA) and registration form to:

NHLTA Conference Registration

25 Triangle Park Drive
Concord, NH 03301

Additional registration forms available on the NHLTA website:
www.nhlta.org

ONLINE REGISTRATION RECOMMENDED: www.nhlta.org

Special dietary needs: _____

Other special needs: _____

If you have questions, please contact Judy Pearson
at nhlibrarytrustees@nhmunicipal.org

Refund Policy for Conference Cancellations

Full refund of the registration fee, less an administration fee of \$15, will be made for cancellations received prior to the registration deadline. After that date, the registrant may arrange a substitute to take his/her place, but no refunds will be issued.

SCHOLARSHIPS AVAILABLE

(Application forms at www.nhlta.org)

If you have questions, please contact Mark Branoff
at m.branoff@nhlta.org. Mail application to:

Mark Branoff
Nesmith Library
8 Fellows Road
Windham, NH 03087

Scholarship Deadline: Friday, April 20

Workshops recommended for new trustees are identified by ⚡
Select only one workshop from each time slot below.
Save a copy of this form for your reference.

9:50 – 10:50 am

- ① ⚡ **ORIENTATION HIGHLIGHTS**
- ② ⚡ **HOW TO RUN AN EFFECTIVE MEETING**
- ③ **FUNDRAISING 411**
- ④ **CREATING SMART SPACES FOR ACTIVE LEARNING**
- ⑤ **COMMUNITY FACILITIES LOAN & GRANT PROGRAM**

11:00 – 12:15 pm

- ⑥ ⚡ **STRATEGIC PLANNING: A New Approach**
- ⑦ **THE HOPEFUL WORKPLACE**
- ⑧ ⚡ **GETTING TO KNOW THE LIBRARY RSAs**
- ⑨ **MARKETING YOUR LIBRARY BRAND**
- ⑩ **UNDERSTANDING LIBRARY FRIENDS AND FOUNDATIONS**

1:45 – 3:00 pm

- ⑪ ⚡ **FRIENDS & FRIENDS OF FRIENDS**
- ⑫ **THE CARE AND FEEDING OF YOUR ARCHITECT**
- ⑬ **I DIDN'T KNOW LIBRARIES DO THAT!**
- ⑭ **MANAGING THE MONEY**
- ⑮ ⚡ **RIGHT-TO-KNOW LAW UPDATE**

PARKING

A parking garage is located adjacent to The Manchester Downtown Hotel. With ticket validation, parking fees are \$6 per vehicle. Attendees staying overnight at the hotel may park overnight for \$12 per vehicle. You **MUST** bring your parking ticket with you into the hotel to be validated at the Conference Registration Area located in the Assembly Area.

CONFERENCE SCHEDULE

8:00–9:00 amRegistration & Breakfast
9:00–9:40 am Welcome & Keynote Speaker
9:50–10:50 am Workshop Sessions 1–5
11:00–12:15 pm Workshop Sessions 6–10
12:30–1:30 pm Lunch & Annual Meeting
1:45–3:00 pm Workshop Sessions 11–15

New Hampshire Library Trustees Association
www.nhlta.org

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