

**NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Local Government Center, Concord, NH  
FEBRUARY 3, 2010

Directors present: Jean Abbott, Lillian Edelmann, Ann Fabrizio, Norma Heroux, Connie Kirwin, Adele Knight, Conrad Moses, Carol Theoharous, Tom Wallace, Craig Wark, Loring Webster

State Library liaison: Tom Ladd

The meeting was called to order by President Conrad Moses at 10:00am followed by the Pledge of Allegiance to the flag.

Motion by Webster/Edelmann to approve the Secretary's Report as corrected **PASSED**. There was a question for Sally Jones, Secretary to find out if she is attaching copies of the Committee Reports to the monthly board meeting minutes. A request was made for her to attach a copy of committee reports to minutes.

**Treasurer's Report:**

- Tom Wallace, Treasurer, distributed a packet of NHLTA Budget Information, worksheets, and forms to each committee chair and requested a 2010-2011 Budget Plan before the March board meeting. In the package was a great deal of helpful information including a three-year history of expenses to guide each committee as they work out prospective budget plans. Projections of spending and income for the remainder of this fiscal year (June 30-July1) were also requested.
- Wallace asked to have Abbott and Fabrizio assigned to the Finance Committee. They may add future members to the committee.
- There is a need for a Proposed Budget at the April board meeting.
- The report was **ACCEPTED FOR AUDIT**.

**Committee Reports**

***State Library***

- Tom Ladd reports that the Collection Department is not active. He says there is a great deal of downsizing going on at the State Library.
- He outlined subjects in his report: CHILIS conference on March 25 in Manchester, READS Roundtables [www.nhlibrarians.org/reads/upcomingprograms.html](http://www.nhlibrarians.org/reads/upcomingprograms.html), Small libraries conference on April 16 in Concord, NHLA conference May 13 -14 in Bartlett, and NH School Library Media Association conference on May 20-21 in Nashua.

***Scholarship***

- Tom Wallace would like to see more advertising of the scholarships available in flyers and in the newsletter.

***Communication Committee***

- There was a suggestion for changing the Mission and Vision statements of NHLTA to be less wordy. Discussion followed and it was determined that a subject of this scope be brought up as part of a future agenda of the board.
- The word "attached" under number 8 in the report is to be deleted.

***Education Committee***

- The committee recommended that the Friends of the Library be charged \$35 for the Annual Conference. A motion Theoharous/Heroux to that effect was made. Discussion followed and the motion **passed**. Kim Ayers, Amherst will organize the Friends presentation. She may be reached at 603-249-9108 or [kimberlyayers@comcast.net](mailto:kimberlyayers@comcast.net). Friends are not eligible for scholarships. Trustees and library staff are eligible and will be advised of the availability in all the accommodating conference communications.

- It was recommended that *The Complete Library Trustee Handbook* be purchased for the collections of NHSL and NHLTA. Motion was made by Edelman/Abbott to purchase two copies of this book for the two collections. Motion **PASSED**. The NHLTA collection is at the Salisbury Library and may be accessed by request. Jones has a list of the current collection. A suggestion was made to include a list of NHLTA books available at the Salisbury Library in the newsletter.
- The possibility of keynote speaker is Dayton Duncan. Willem Lange was also discussed.
- The suggested title of the conference is *Trusteeship Today, Expanding Leadership, Access and Independence at Warp Speed*. Abbott/Fabrizio made a motion to accept that title. Discussion followed and the vote **FAILED**. Changes in the wording were suggested and each motion **FAILED** to pass. President Moses asked the Chair of the Education Committee for another suggestion to bring before the board. This was refused due to the importance of needing to move ahead quickly with the promotion of the conference. Therefore, President Moses made the Executive Decision to accept the title of the conference as presented by the Education Committee.
- The following schedule has been determined for the conference.  
Key note 9:15 to 9:45, First Session, 10:00 to 11:00, Second Session, 11:15 to 12:15  
Lunch, 12:30 to 1:15, Annual Meeting, 1:15 to 1:45, Third Session, 2:00 to 3:00 with a possibility of *Trustees Problems* Discussions after 3:00.
- The sessions are Terry Knowles *On Beyond Budgets*, Friends of the Library *Lets Be Friends*, Margaret Ives *Tough Love* about employee guidance, NH State Police *Help* about safety in the library, Bob Gilbert, Sally Jones, Emma Smith, Tom Wallace *Where are You Now?* about how to be a more efficient board officer, Christine Hamm *Picking Pockets with a Smile* about fundraising, Ryan Robinson *Trustees are You Showing Your Age?* about technological revolution, Department of Employment Law *Lead Us into Information* about labor law in libraries, Felicia Donavon and Kristyn Bernier *Cyber Crime Fighters*, Tom Dupre *Not Business as Usual* about volunteerism, Edelman and Taylor *Fire in the Belly* about awakening the sleeping giant, Elizabeth Ives *Replacing the Piggy Bank* about financial policies. These were presented to the board without motion and therefore no vote was taken.
- A request to add Networking and Regional meetings was brought up by members of the Communications Committee. Rooms for that purpose will be provided after 3:00PM.

### New Business

1. Nominations for Library Awards of *Trustee of the Year* and *Library of the Year* are to be initiated as soon as possible. Suggestions were made to add announcements in the newsletter that applications are forthcoming. Nomination forms go out in April and awards are presented in the fall.
2. A motion Wallace/Theoharous that we adopt a policy that our approved minutes are open to the public and released by the secretary was **PASSED**. In addition another motion Kirwin/Fabrizio was made that the approved board minutes will be published on the Web site. This was **PASSED**.
3. A motion was made Edelman/Fabrizio to charge \$60 for non-members to the conference. It was **PASSED**.

Motion by Abbott/Wark to adjourn was made at 12:40 and **PASSED**.

Carol Theoharous, Acting Secretary