

**NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
NHMA, Concord, NH  
MARCH 4, 2015

Present: Moran, Webster, Moses, Snelling, Davis, Branoff, Simpson, Knight, Kirwin, Laroche, Hallenbeck, Martineau and Michael York, State Library Liaison.  
Excused: Gaudiello, Lord, Simpson  
Absent: Edelmann  
Guest: Amy Lapointe; Library Director, Amherst Town Library and president of NHLA  
Janice Clark, Trustee, Philbrick-James Library, Deerfield

Meeting called to order by President Ed Moran, at 11:05 a.m. The Pledge of Allegiance was recited.

**Minutes: MOTION** (Knight/Moses) Minutes of February 4, 2015 approved. **PASSED**

**Treasurer's report:** Report for February 2015 emailed. **MOTION:** (Webster/Knight) to accept the Treasurer's report. **PASSED**

**COMMITTEE REPORTS:**

*Communications*

- Newsletter: Kirwin reported that the newsletter deadline is today.
- Conference Brochure: Kirwin reported that the brochure was mailed the last week of February and has extra copies.

**OLD BUSINESS:**

1. **Action items:** videos in process.

DVD survey:

- Status on Video Loans: Hallenbeck reported that Manchester City Library has 4 videos and is working on the process of cataloging and circulation.
- DVD survey: not at this time per Hallenbeck.
- Interview posting: Hallenbeck reported that he will post the interviews—one per week—on the website during March. They will be coming out as part of the marketing campaign for soliciting interviews during the conference. After the discussion it was agreed to table the issue of recording interviews for the April meeting
- DVD Previewing status: Hallenbeck reported that this is not underway. Davis suggested those Hallenbeck previews the DVD's and discard any that are not good quality. He then would let the board know which ones he discarded to give the board a chance to review them. Hallenbeck estimated that NHLTA has 35-40 videos. **MOTION:** (Moran/Webster) That Hallenbeck takes the onus for previewing the tapes. To report back next month. **PASSED**
- Education Committee Recommended Recordings: 6 workshops plus the keynote address. Webster suggested we explore the cost of putting these on the website. **MOTION:** (Davis/Moses) That at the Annual Meeting, we videotape at least six workshops as well as the keynote as recommended by the Education Committee, staying within the budget. **PASSED**

2. **2015 Conference Update:** Gaudiello emailed her report to the board.

3. **Strategic Plan Update:** Webster presented the plan and emailed it to the board. Moran suggested that we get an expert on advocacy to talk about advocacy at the next annual conference. We will review items due each month.

Branoff said that financial support by the directors was important especially if we apply for grants.

#### **New Business:**

1. The Education Committee needs to review the manual and determine if an update is needed. It was recommended that a sub-committee be created to do this task.
2. Library Staff Certification Program, Amy Lapointe reported that they are working on this program to certify directors not possessing a MLS degree.
3. 2015-2016 Dues amount. **MOTION:** (Webster/Davis) to maintain our dues at \$30. **PASSED**
4. State Library, Michael York reported that budget hearings will be next week. A reception today is being held for the grand opening of the Polish War and Victory 1939-1989 exhibit at the State library.
5. A Values Survey was discussed and Hallenbeck said he would follow-up at the April meeting.
6. Webster reported that Janice Clark was appointed to the vacant director position through the remainder of the current year (June 30 2015) and will be nominated for a full two-year term at the Annual Meeting.

**Shoptalk:** letter from NH Law School Librarian regarding inadvisability of NHLTA dispensing legal advice.

Meeting adjourned at 1:00 p.m.

Respectfully Submitted  
Carol Snelling

Next meeting April 1, 2015 at NHMA

April Hospitality: David Simpson and Adele Knight

#### **MOTIONS**

- To approve the minutes of February 4, 2015 meeting
- To accept the February, 2015 Treasurer's report
- That David takes the onus for previewing the tapes. To report back next month.
- That, at the Annual Meeting, we videotape at least six workshops as well as the keynote as recommended by the Education Committee, staying within the budget.
- to maintain our dues at \$30

#### **ACTION ITEMS**

- The Education Committee needs to review the manual and determine if an update is needed
- That David takes the onus for previewing the tapes. To report back next month.
- Hallenbeck said he would follow up on the Values Survey at the April meeting.