

**NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Local Government Center, Concord, NH  
April 6, 2011

Present: Edelmann, Moses, Webster, Theoharous, Knight, Kirwin, Hallenbeck, Solon, Snelling, York, Abbott, Fabrizio,

Excused: Jones

Guest: Kathy Meserve

The meeting was called to order by the President, Conrad Moses, at 10:00 AM. The Pledge of Allegiance was recited.

Merelise O'Connor, Deputy Director for Member Services, Local Government Center. (See letter) Need documents for tax exempt status. The LGC needs to document compliance for a review of all organizations using LGC services: Bylaws, Articles of Agreement, 501c3 if we have it, nature of activity, and sources of revenue and how spent. They will let us know what we need to do to be compliant.

MOTION (Webster/Edelmann): The minutes of March 2, 2011 were approved-

**TREASURER**

The Treasurer's report for March 2011 was accepted after a motion by Kirwin/Hallenbeck.

**COMMITTEE REPORTS**

**Scholarship:** Presented by Elizabeth Solon. The Scholarship Committee received its annual allotment on 3/7/11 (\$3360.76.) \$2350 of Scholarship funds were distributed during March 2011.

**Governance:** Presented by Adele Knight. The Governance Committee met on March 14<sup>th</sup> and March 28<sup>th</sup>. Job descriptions were read, analyzed, and edited. Everyone on the 2011 slate will be given a "Consent to Serve" form to sign.

**Education:** Presented by Lil Edelmann. Manual almost completed and after approval by legal counsel, will be printed. The cost for printing at the State Prison will be \$1500 for 1000 sets.

**Communication:** Presented by Connie Kirwin. Newsletter and Dues notices sent out

**State Library:** Michael York. Legislature moving to place the State Library under the Secretary of State and to downsize our interlibrary loan vans from five to one. Trustees were asked to familiarize themselves with the amendment on House Bill 2, page 95: State Website → Legislative Branch→Bill.

**OLD BUSINESS**

1. Conference: Lil Edelmann asked for those spending the night to sign a sheet for reservations. Sunday before the conference the board members will meet at the SERESC Center to fill the folders that are to be distributed to all conference attendees (need to be there by 3:00 p.m.) David Hallenbeck is working on videotaping speakers.

2. 2011-2012 Budget presented by Treasurer Elizabeth Solon: need to add revised manual to expenses, increase dues line to cover that expense. Betsy will email the amended Budget. MOTION by Webster/Fabrizio to accept the revised budget. PASSED

## **NEW BUSINESS**

1. NHLTA SLATE OF OFFICERS AND DIRECTORS, 2011. prepared by the Governance Committee is as follows: President, Adele Knight, 2011-2013, Secretary, Sally Jones, 2011-2013. Directors for 2011-2013: Marcia Burchstead, Lillian Edelmann, Robert Gilbert, David Hallenbeck, Kathy Meserve and Loring Webster. A list of current board members who are not up for re-election is to be added to the sheet for information only.

MOTION to accept the slate of officers and directors (Webster/Theoharous). PASSED

2. MOTION (Edelmann/Theoharous) to pay for those attending the Board Planning Strategies for the Future workshop presented by Chuck Loring out of Scholarship funds. PASSED

A thank you note needs to be sent to Laurette Edelmann who got an excellent discount for NHLTA members.

3. David Hallenbeck discussed some of the TECHNOLOGY gained from the above workshop and plans to create learning tools for the board. He also gave an overview of our new website. It will be ready soon. The board agreed with the look of the new website.

MOTION (Abbott/Solon) to cancel the board meeting May 4 unless a need arises. PASSED

MOTION to adjourn (Theoharous/Hallenbeck) PASSED 12:45 pm

Respectfully submitted,

Carol A. Snelling  
Acting Secretary

### **MOTIONS**

Minutes Approved  
Treasurer's report accepted  
Budget, 2011-2012  
Slate of Officers and Directors  
Workshop payment  
Cancel May 4 meeting  
Adjourn

### **ACTIONS**

Gather information requested by LGC  
Thank you note to Laurette Edelmann