

**NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Local Government Center, Concord, NH  
**JULY 11, 2012**

Present: Knight, Webster, Moses, Kirwin, Hallenbeck, Gilbert, Solon, Snelling, Burchstead, Meserve, Davis, Lord, Gaudiello, and Cotter.

Excused: Edelmann

Guest: Michael York

Meeting called to order by the President, Adele Knight, at 10:05 a.m. The Pledge of Allegiance was recited.

MOTION (Cotter/Meserve) Minutes of May 2, 2012 were approved as amended. PASSED

Treasurer's report emailed. MOTION: Loring/Gaudiello proposed that \$5000 be repaid to the Vanguard account. Loring/Gaudiello amendment to change the \$5000 to \$8000. PASSED. MOTION (Moses, Gilbert) Treasurer's report accepted and filed for audit. PASSED

### **COMMITTEE REPORTS**

**Communications:** Kirwin stated that we need more articles about libraries for the Newsletter and Website. Connie will schedule a Communications meeting after the July meeting. Need someone to back Connie up on the website.

**Education:** Edelmann needs someone for the Newport orientation, Sept. 20. Cotter volunteered. Knight stressed that all orientations need to be coordinated. Loring and Knight will coordinate the presentations. There will be handouts. Print half the number and post on the website for people to print their own.

**Finance:** Met last month and worked on firming up the Finance policy and will work on the Finance procedure.

**Fundraising:** Cotter will work on a grant for the retreat.

**Governance:** Report emailed. The proposed Policy Manual emailed. Loring reported the Policy Manual would be discussed under New Business.

**Legislative:** Gilbert reported legislation is moving slowly. Gilbert will advise board of any new bills. Loring said that we need to take advantage of legislators campaigning; to meet them, question them and get our information out there. Libraries having candidates' nights—need to use a moderator who is fair. Most important reason to do it is to build relationships.

**NHLA:** Report emailed. Meserve reported that Lori Fisher, president of the NHLA, would be invited to our August meeting. Meserve said that there are many Librarians who have no travel expense funds.

**President:** Report emailed.

**State Library:** York reported that they are working on their next bi-annual budget. No major capital improvements are planned.

- The Consortium annual meeting is on July 12 at the State Library. They are looking at adding more tiers to the Fee structure.
- Jane Lyman who has worked for the Library for a long time was recognized at their staff meeting. She has gifted the State Library with paintings and sculptures.

- York invited the NHLTA to meet at the State Library on August 8<sup>th</sup>.
- Their technology expert has put together a website covering vital records for Salisbury.

**Technology:** Hallenbeck showed the State of NH House of Representatives site with all the representatives' emails, etc. He gave an update on recent email blasts and survey campaigns. We are finally getting some information back on Friends groups. We will be sending our mini-email blasts for the Open Houses to specific co-op areas.

#### **OLD BUSINESS:**

1. Knight will be meeting with LGC on their conference, Nov. 14-15, to work out our presentation. MOTION Cotter/Gilbert that we use the topic "Libraries in the Internet Age: Are Libraries Becoming Obsolete?" PASSED
2. The Fall retreat will be scheduled October 24<sup>th</sup>. Cotter expressed feelings that we should look at using other facilitators in the future to save money.
3. Announcements will be sent out for the fall orientations. We will publicize them on the website and both LISTSERVs.
4. The "Open Houses" are being scheduled. Emails will be sent to all the Trustees for which we have an address. Letters will be sent to the libraries.
5. Knight met with our attorney about the issue of employment "at will". Kate said the statute made it very clear by the word "shall" that no employee of a library could be discharged except for the reasons in the RSA. She went on to affirm that library employees are not at-will under RSA 202-A:17. There is no statute of library law that defines "at will". We still need a document stating what should be in the contract for employment. We have to abide by the legislation. The phrase "at will" must be removed from the Orientation materials.

#### **NEW BUSINESS:**

1. Policy Review: Guidelines were emailed. MOTION Loring/Lord accept the policy as sent out. This can be amended as needed. PASSED
2. The Strategic plan has been sent out to the board.
3. Knight attended a focus meeting with LGC on their operations.

Meeting Adjourned at 12:42 p.m.

Respectfully submitted,  
Carol Snelling  
Secretary

#### **MOTIONS**

- Minutes
- Repay Vanguard account
- Treasurer's report
- We use the topic "Libraries in the Internet Age: Are Libraries Becoming Obsolete?" for our presentation at the LGC Conference.
- Accept the policy as sent out

Next meeting August 8<sup>th</sup> at the State Library  
August refreshments: Betsy Solon & Conrad Moses