

**NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Local Government Center, Concord, NH  
November 7, 2012

Present: Knight, Webster, Moses, Kirwin, Hallenbeck, Gilbert, Solon, Snelling, Meserve, Davis, Lord and Edelmann

By Phone: Burchstead

Excused: Cotter, Gaudiello

Guest: Michael York

Meeting called to order by President Adele Knight, at 10:00 a.m. The Pledge of Allegiance was recited.

MOTION (Davis/Gilbert) Minutes of September 5, 2012 were approved. PASSED

Treasurer's report emailed, see attached. MOTION (Meserve/Gilbert) Treasurer's report accepted and filed for audit. PASSED

## **REPORTS**

### ***Communications Committee:***

- Newsletter deadline is December 1st
- As of October we had over 1000 members of that number there are 891 Trustees including Alternates, 129 Directors, 3 Assistant Librarians, and 8 Individuals.

### ***Education Committee:*** report emailed, see attached.

- Need to increase attendance for our orientations. Need to emphasize the refresher aspect of the orientations in order to encourage the attendance of long term Trustees. Indicate to Trustees that their dues have paid for the orientations.
- Gilbert said that the open houses may prove to be a substitute for orientations.
- Meserve suggested that we use topics discussed at open houses for sessions at the Annual Conference/Meeting.
- We need help in understanding the differences between town and city libraries.

### ***Finance:*** no report

### ***Fundraising:*** no report

### ***Governance:*** report emailed, see attached.

### ***Legislative:*** The need to try to get libraries exempt from the current gun laws has been noted.

### ***NHLA:*** Meserve emailed her report, see attached.

### ***President:*** report emailed, see attached.

### ***State Library:***

- York's trip to Conway was cancelled because of the hurricane. He is going to Conway to speak to the Trustees following the resignation of their director.
- He was in North Conway on Sunday to help them celebrate their 125th anniversary.
- The State Library had a very successful Big Read program this fall.

- There are 10% cuts to the budget. York just posted on the web site the five-year plan for the State Library.

**Technology:** Hallenbeck will set up the phone next time so that multiple people can call in.

## **OLD BUSINESS**

1. **LGC Conference:** people have signed up for our session which is scheduled for Wednesday at 1:30 p.m. Davis suggested that there be a handout at our session. A brief history of libraries and books, technology, and libraries as a “third place” a community center. Webster has enough Directors to man the booth and will contact them to let them know their time assignment.
2. **Policies:** Webster recommended that we approve the policies—the gift recommendation was that all gifts go before the executive board before it is presented to the NHLTA Board. A4.3 we will not offer legal advice. A8.3 credit card policy that the card be issued to the President.  
MOTION: (Webster/Moses) that policy A5.2 be accepted. PASSED  
MOTION: (Webster/Lord) That we approved the policy changes in A4.3 and A8.3. PASSED.
3. **Membership services:** See attached sheet.
  - Webster recommended the committee go back to Cornerstone and ask for a contract not to exceed \$4080 per year.
  - MOTION (Edelmann/Webster) that we do not go with LGC. PASSED The board said that we need to wait until we get references and more information at which point the committee will make a decision. Need a transition process to retrieve all of our data and files.

## **NEW BUSINESS**

1. **Advocacy:** Hallenbeck presented a power point on the Advocacy Program Survey, see attached. He will send out a survey to prioritize goals. Moses and Davis will assist Hallenbeck.
2. **Sponsorships:** Betsy has done the letters which will go in the mail today.
3. East Kingston Friends of the Library award will be November 25th.
4. December meeting will be a pot-luck and a Yankee Swap. Committee associate members will be invited.

Meeting Adjourned at 1:00 p.m.

Respectfully submitted,

Carol Snelling  
Secretary

## **MOTIONS**

Minutes  
Treasurer's report  
Policy A4.3  
Policy A8.3  
LGC

Next meeting December 5 at the LGC  
Refreshments: Pot-luck