

NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION
BOARD OF DIRECTORS MEETING
NHMA, Concord, NH
February 3, 2016

Present: Moran, Webster, Moses, Davis, Snelling, Larochele, Branoff, Kirwin, Clark, Knight, Martineau, Gaudiello, Michael York, State Library Liaison, and the President of NHLA, Jenn Hosking.

Excused: Simpson

Guest: Randy Brough, Director, Laconia Public Library, Chair NHLA Legislative Committee and Liz Tentarelli, Chair, Board of Trustees, Newbury Public Library

Meeting called to order by President Ed Moran at 10:05. The Pledge of Allegiance was recited.

MINUTES: MOTION (Martineau/Webster) Minutes of Jan. 6, 2016 approved as amended by Hosking. **PASSED**

TREASURER'S REPORT: Branoff's report emailed. **MOTION** (Gaudiello/Moses) to accept the unrestricted \$1000 cash gift from the Barker Foundation. **PASSED. MOTION** (Kirwin/Davis) accept the Treasurer's report. **PASSED**

BRIEF REPORTS

Education: Gaudiello gave the report, emailed.

Manual: MOTION (Gaudiello/Clark) The distribution plan for the revised Manual is that each library receive a printed copy of the revised manual. **PASSED** with one in the negative. Because of pending legislation, we might want to wait to publish the manual

STATE LIBRARY

- Michael York attended a meeting of Digital Public Libraries of America. He discussed the role of the NH State Library in this project such as digitizing cemetery records, etc.
- Working with the IT Division on technology improvements and upgrades.
- The annual report to Institute of Museum and Library Services: this is the 4th year of the required 5 years of reports.
- In NH, 75% of the libraries serve towns of 7500 population or less. There are 205 libraries subscribed to the downloadable books service.

NHLA: Hosking gave the report. NHLA is working on a social media policy. They are recruiting volunteers for the NHLA 2017 Conference.

OLD BUSINESS

1. Request David H. provide DVDs of the Education Committee selected videos. Done, awaiting delivery.
2. Governance Committee presentation of exit policy/procedure at March meeting.
3. Conflict of Interest form needs approval and requires signatures. Gov. Committee Chair, Webster, presented the form. Davis suggested that #4 be amended as follows:

"I shall not receive compensation or any form of benefit for my time and effort with the exception of reimbursements addressed in the Reimbursement Policy (Policy A8.2)."

MOTION (Gaudiello/Davis) to approve the Conflict of interest Statement as amended by Davis. Gaudiello suggested that this be signed by board members on a yearly basis.

4. Davis to report on results of membership mailing. Down to four libraries and twenty five have never been members. Letters along with the Winter newsletter will be sent to these libraries.
5. Finance Committee to present a fiscal policy on how to manage our reserve account at March meeting. They have received a lot of Scholarship applications.
6. Legislative and Governance Committee shall prepare a position statement re: LSRs affecting libraries. Report emailed. The issue of the Public Hearing upon termination of employees other than the Director was discussed. The board favored limiting the right to public hearing to the Director.

NEW BUSINESS

1. Governance Committee recommended appointment for Liz Tentarelli to the board. **MOTION** (Knight/Gaudiello) that Liz Tentarelli be appointed as a Director. She will run for election in May. **PASSED.**
2. Recruitment Proposal: information emailed to the board about Kate Bishop Hamel, Gilford, dba/Community Matters NH. Kirwin pointed out that the Governance Committee has struggled with recruitment for a long time, and now is the time to use a professional. **MOTION** (Moran/Webster) That we hire Kate Bishop Hamel to identify and select up to 10 potential board or committee members for NHLTA for the 2016 cycle to be reviewed and /or interviewed by February 17, 2016. **PASSED.** **MOTION** Davis/Gaudiello to extend the deadline of February 17 to March 16. **PASSED**
3. Gaudiello presented the results of a skills survey sent out to members of the Board.

Meeting adjourned at 12:25 a.m.
Next meeting March 2, 2016.

Respectfully Submitted
Carol Snelling

March Hospitality: Mark Branoff and Conrad Moses

MOTIONS

- To approve the minutes of the January 2016 meeting
- To accept the Treasurer's report
- To accept the \$1000 from the Barker Foundation
- To approve the Conflict of Interest Statement as amended by Davis
- To accept the distribution plan for the revised Manual
- To appoint Liz Tentarelli as a Director.
- That we hire Kate Bishop Hamel to identify and select up to 10 potential board or committee members for NHLTA for the 2016 cycle to be reviewed and/or interviewed by February 17, 2016
- To extend the deadline of February 17 to March 16, 2016.

ACTION ITEMS

- Request David H. provide DVDs of the Education Committee selected videos. Done, awaiting delivery.
- Governance Committee presentation of exit policy/procedure at March meeting.
- Finance Committee to present a fiscal policy on how to manage our reserve account at March meeting.
- Moran & Gaudiello will testify at the Legislative Committee hearing when it is scheduled.