



## LIBRARY OF THE YEAR

By Adele Knight, NHLTA Director

**Wilmot Public Library supporters, patrons, citizens, and celebrants who LOVE their library.**



Photo by Carol Weatherbee

Over 100 well-wishers, including five NHLTA Directors, gathered at the Wilmot Public Library on Sunday, October 30, for the presentation of the NHLTA Library of the Year Award. The festivities began with a funny and inspiring talk by David Elliott, who is a *NY Times* best seller children's books author. When Trustee Chair Jackie Thompson accepted the award from NHLTA President Susan Gaudiello, she emphasized that the award was being accepted on behalf of the other trustees and alternates, the Director and staff, the Friends of the Library and members of the community. This is the second award bestowed upon this library. Director Rosanna Eubank Long was chosen NHLTA Library Director of the Year in 2013.

Library trustees say "There is no doubt that the Wilmot Public Library fills a vital and cherished role in our community. It is not only the town's bookshelf, but its living room—a source of information, entertainment, and REAL social networking."

In addition to traditional library programs such as the weekly story hour, monthly lecture series, a summer reading program for kids, teens and adults, and an animated monthly book group, the library hosts a monthly Crafter Hour—a craft session geared purely for adults to come in and do an easy project. For example,

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## MARK YOUR CALENDAR FOR MAY 24, 2017

### NHLTA Conference & Annual Meeting

By Janice Clark, NHLTA Director

The NHLTA Education Committee has been working diligently to design a conference that brings together speakers to address the concerns and interests of New Hampshire library trustees. This year's conference is scheduled for Wednesday, May 24, 2017 at the Grappone Conference Center in Concord. Please note that unlike previous conferences, the conference is on a **Wednesday**, not a Monday. This trial change is in response to comments that Mondays were difficult for some. We look forward to your comments regarding scheduling the conference for Wednesdays vs Mondays when we do the conference evaluation.



Currently scheduled for the program are speakers from previous years who, based on conference evaluations, covered topics of greatest interest to trustees. George Needham will return to discuss big data in the library and change management. We are also fortunate to have Cordell Johnson returning to discuss Right-to-Know laws, and Terry Knowles speaking on "the other money" and establishing a library foundation. Margaret Byrnes

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presented at the conference for the first time last year and is back by request this year to speak on library RSAs. Deb Hoadley will, as feedback requested, further discuss strategic planning. Porter Caesar and Tom Ladd, not in attendance at last year's conference but well received speakers in prior conferences, will be returning this year to present, respectively, *Bottling the Passion* and *Making the Ask* and *Creating Library Policies that Work*.

Working to respond to topics requested by the membership, the NHLTA Education Committee has sought out speakers to present sessions on areas such as: library technology (Jessamyn West); reaching out to senior patrons and others through programs (Ann Hoey, Donna Bunker, Marilyn Stevenson); becoming a 'green' library (Jack Ruderman); an introduction to finding and securing grants (NH Center for Non Profits); and how to bring big ideas to small libraries (Julie Perrin, Lara Croft, Liz Tentarelli).

Additionally, for those trustees new to the position, NHLTA's *Orientation for New Trustees* will be presented in two parts over two sessions by Terri Jillson White and Susan Gaudiello.

Further information will be included in the next newsletter as conference details are finalized and brochures will be in the mail in March. 

#### Premier Conference Sponsor



## USDA RURAL DEVELOPMENT COMMUNITY GRANTS/LOANS PROGRAM



### What does this program do?

The program provides affordable funding to develop essential community facilities in primarily rural areas in order to support the development of such communities. These essential facilities may include libraries, healthcare centers, and educational or cultural institutions.

### Who may apply for this program?

Eligible borrowers include:

- Public bodies
- Community-based non-profit corporations
- Federally-recognized Tribes

### What is an eligible area?

Rural areas including cities, towns, townships, and villages with no more than 20,000 residents.

### How may funds be used?

Funds can be used to purchase, construct, and/or improve essential community facilities, purchase equipment, and pay related project expenses. Such projects could include building renovations, energy-efficiency projects, and renewable energy upgrades.

### Application Deadline

January 9, 2017, is the deadline for the competitive grant funding application. The NHLTA website ([www.nhlta.org](http://www.nhlta.org)) has more information including a loan/grant Fact Sheet available for download, plus the link to the USDA NH website. 

— Liz Tentarelli, NHLTA Director

## SMALL LIBRARIES CREATE SMART SPACES PROJECT

Congratulations to the **Tucker Free Library**, Henniker, and the **Wilton Public and Gregg Free Library** for being selected to participate in the Small Libraries Create Smart Spaces project led by the Online Computer Library Center (OCLC) in partnership with the Association for Rural and Small Libraries (ARSL) and funded by a National Leadership Grant from the Institute of Museum and Library Services (IMLS). The two NH libraries were chosen from 106 completed applications from libraries throughout the U.S. 

### NHLTA BOARD OF DIRECTORS 2016–17

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*“The NHLTA assists Trustees to be knowledgeable and effective in order to serve, improve and promote NH Public Libraries.”*

## Letter from the President . . .



### Happy Birthday NHLTA!

In 2017 we celebrate the 60<sup>th</sup> anniversary of the founding of the NH Library Trustees Association. I invite all our members to join me in recognizing the contributions NHLTA has made to the health of public libraries in our state.

New Hampshire boasts one of the strongest public library statutes in the country. Starting with the language in our state Constitution and continuing in laws that clearly establish the independence of library operations and governance, our legislators have ensured that we enjoy a freedom of thought and information that is the envy of many around the world. NHLTA has worked over the years to maintain and even expand state laws that protect our public libraries.

While statutory protections are one element of the strength of NH public libraries, laws can't make a local library successful. That takes people, and lots of them. Trustees, Friends groups, talented library directors and enthusiastic staff, and, of course, engaged and supportive residents who together make our libraries the valued, even beloved, institutions they are today.

NHLTA has worked to support the leadership of our local libraries through education, information, and networking opportunities throughout its existence. We believe that in this way, we contribute to your ability to achieve your mission of service to your communities.

As I've traveled around the state this fall presenting the 2016 NHLTA awards (featured in this newsletter), I've been reminded again and again that our public libraries are one of New Hampshire's greatest assets, and we are blessed to have so many of them. They truly are the heart of our communities!

*Susan Gaudiello*  
[s.gaudiello@nhlta.org](mailto:s.gaudiello@nhlta.org)

## MEET ISRAEL F. PIEDRA, ESQ.

By Adele Knight, NHLTA Director

The NHLTA has entered into an agreement with Israel F. Piedra, Esq., of Welts, White & Fontaine, P.C., a Nashua law firm. He has been engaged as counsel to provide legal services as requested by the NHLTA Board of Directors in regard to general legal matters on a pro-bono basis. Services outside the agreed-to Scope of Representation will be subject to a separate and mutually acceptable agreement.



Israel joined Welts, White & Fontaine in 2015 after graduating from Boston College Law School. He replaces Kate DeForest who served as legal counsel to the NHLTA for six years before she moved to North Carolina. Israel will provide similar services and we look forward to working with him.

For general advice about legal matters, please make your contact through the NHLTA Board of Directors who, in turn, will confer with Israel.

For specific advice, for which there may be a charge, contact Israel at 29 Factory Street, Nashua, NH 03061. Tel. (603) 883-0797 or e-mail: [ipiedra@lawyersnh.com](mailto:ipiedra@lawyersnh.com). 

## MCKAY SCHOLARSHIPS AVAILABLE

By Mark Branoff, NHLTA Director

Scholarships are available from NHLTA's Mildred P. McKay Scholarship Fund. Scholarships are awarded for graduate courses (e.g., MLS and MLIS courses,) certificate courses, conferences (including NHLTA's Annual Conference) and workshops.

Criteria for scholarship eligibility and a scholarship application can be found on NHLTA's website, [www.nhlta.org](http://www.nhlta.org). Past McKay Scholarship recipients can also apply for another scholarship for that next course, conference or workshop.

NHLTA established the Mildred P. McKay Scholarship Fund in 1965. Last year, 2015, marked the 50th Anniversary of the scholarship fund. 

a new event “Wilmot Weaves” invites community members to stop in and weave a row or two on the loom that was built for the library by a local retired woodworker. Twice a month, the library hosts a Technology Playgroup which is a time when the community can come in and get one-on-one technical assistance with their devices, or share their latest favorite app.

The Wilmot Public Library helped start (and continues to run) W.O.W. (Windows on Wilmot), a coalition of Wilmot’s 18 non-profit clubs and organizations that encourages pooling of energy and resources. A community calendar functions both to allow for planning events to prevent schedule conflicts and to let people know what is going on in town.

The latest accomplishment is the addition of the Joyce Tawney Creativity Lab which was created at zero cost to Wilmot taxpayers. After a member of the community gave them a grant to do anything they wanted, staff and trustees decided to transform an unused room and outdated kitchen into a space that is efficient and welcoming. While maintaining its historical character, the lab houses space that can be used for small meetings and presentations, art receptions, after school programs, and creative groups, plus storage space and an updated kitchen.

From left: Ann Feeley-Kieffer (Trustee), Rosanna Eubank Long (Library Director), Susan Gaudiello (NHLTA President), Jackie Thompson (Chair, Board of Trustees), and Carol Weatherbee (Trustee.)



Photo by Carol MacDonald

The Trustees boast, and rightly so, that “The Wilmot Public Library is truly the heart and soul of Wilmot, not only because of what it does for the town of Wilmot, but because of the energy that townspeople put back into it. The Wilmot Public Library is not just a town building or entity but more of a giant, vital bundle of energy of all of those who attend and join in our programs with enthusiasm and heart.” 

## LILLIAN EDELMANN TRUSTEE OF THE YEAR AWARD PRESENTED TO MARY ELLEN BROOKES

By Adele Knight, NHLTA Director

The Board of Trustees of the Wilton Public and Gregg Free Library proudly nominated Mary Ellen Brookes for the Lillian Edelmenn Trustee of the Year Award, citing that “Mary Ellen is a woman who quietly makes a difference.” The NHLTA Executive Committee agreed that Mary Ellen should be honored for her long and faithful service.

From left: Pat Fickett (Library Director), Mary Ellen Brookes (Trustee of the Year), and Ron Brown (Chair, Board of Trustees.)



Courtesy Photo

NHLTA President, Susan Gaudiello presented the award on Wednesday, November 16. About two dozen trustees, staff, patrons and members of the community shared in the celebration to acknowledge how deeply appreciative they are of Mary Ellen’s resourcefulness and strong interest in the library. She is highly valued by all. “She is an island of calm in a sometime hectic environment,” commented Trustee Board Chair Ron Brown.

Mary Ellen has been on the board since 2001 and “for the last 12 years has taken on the responsibility of Secretary of the Board with accuracy, brevity, and unfailing good humor.” The board regularly relies on her extensive knowledge of procedures, policies, best practices and library laws as she stays up-to-date on everything. Committed to lifelong learning, she is always open to new and better library management tools and regularly attends NHLTA conferences.

Mary Ellen is a retired English teacher and avid reader with an ongoing to-be-read list. With a wide-ranging taste in books, she is well prepared to assist library patrons to find books in their preferred genre or even introduce them to new works. She is always ready to offer support for the library whether it is fundraising, information, or even baked goods.

Congratulations, Mary Ellen. 

## SEARCHING FOR THE TRUTH

### The Langdon Library Story – Part 2

By Melissa Prefontaine  
Former Trustee Chair  
Langdon Library, Newington

We left off in our story about the Langdon Library with our “sticky” front door and how this somehow led to a massive building expansion. Seems like a rather big leap, doesn’t it? Let’s begin with how a door got us to building an addition that tripled our size and how we successfully campaigned and passed this at town vote on the first try....

In the last edition, I spoke of how the front door to our beloved library kept getting “stuck” and in process of assessing this issue we uncovered grave structural problems with our 120-year old building. As soon as we received the initial report from the architect and structural engineer, we collectively choked, looked around the room, and said “what the heck do we do next?” After all, as trustees, we are merely volunteers. We were not contractors, architects, engineers, etcetera. Yet, we are elected officials with a fiduciary duty. According to RSA 202-A:6, trustees are charged with “the responsibility of the custody and management of the library.” With the structural assessment of the library, we were told that there was a risk of building collapse. We simply had to fix it. However, we had no money. We didn’t even have a capital reserve. But, we had a trust fund. Brilliant!

Let the phone calls begin! We called everyone, starting with the Selectmen. Next came the Fire Chief and the Building Inspector. Unfortunately, that is when we found out that as soon as we touch the building, we would need to meet current building codes. By doing so, we would lose approximately half the items in the library! To fix these issues would cost anywhere from \$300,000–\$500,000.

But at least we have our trust fund to pay for it, right? As it turned out....wrong! There apparently was an “error” with the management of the trust fund that self-perpetuated for nearly 50 years. The only way to rectify this was to find the original will of the benefactor and to bring the matter to court. While possible, this wasn’t going to provide us with the money to fix the immediate problem. (We did eventually rectify the trust issue—it took hundreds of volunteer man hours and was resolved nearly 4 years later. I found the original will in the archives of the Rockingham County Probate Court on the end of day four of my “vacation” time, scrolling through reels of microfilm—and I literally cried when I found it).

Now what? We had no money and no idea what to do next. To top it all off, the Selectmen urged us to “do nothing” as there were other costly issues in town that still had bonds being paid for via taxes. But the door issue continued to get

worse. We felt in good faith, we at least needed a second opinion (regarding the building structural integrity). So, we scrambled to get a warrant article together in time for the town meeting (we are a traditional town) to start a capital reserve to have money to look into the issue further. We were successful with this venture so we had \$50,000 to work with.

Interesting enough, while we were looking for documentation for the trust fund in the town archives, we stumbled across old expansion plans from 1970. Apparently, there had been plans for a large library addition that had been voted upon and passed at the town meeting. However, the town Selectmen and Planning Board at the time decided to circumvent the decision and approach the expansion in a “phased” approach to save the town money. Rather than an “all-in-one” expansion as voted up at the town meeting, they decided to break the project into two phases. Phase One was completed in 1971. Phase Two never happened....

With that information, coupled with the fact that just fixing the building meant losing items in the library, the trustees started thinking that perhaps we should consider giving the town the long overdue expansion—the 42 year overdue expansion in fact. Could this be something that the residents wanted now? It would be a lot of money and a lot of work, but would it be something that they ultimately would want? We needed to find out, and quickly!

Stay tuned to see what happened next! 

*This article is the second in a series about library building projects.*

— Editor



# IN PRAISE OF LIBRARIES

By Herbert F. Gramm, M. D.

Growing up in a small German town I was the proverbial bookworm. My mother couldn't understand why I preferred to have my nose in a book instead of playing outside with the other kids probably because I was small and athletically challenged in a neighborhood with a couple of aggressive bullies. For birthday and Christmas presents, I always requested books, especially adventure stories, geographical explorations, and historical novels. My parents were not bibliophiles and our one bookcase was filled with decorative editions of subjects not inviting to a child. Our school had no library and the small, dingy and dusty town library didn't lend books and discouraged visits from children.

My first exposure to a library was in the progressive boarding school that I attended after World War II. Most textbooks had been banned by the U.S. military government because of Nazi content, so we were dependent upon original sources from the library. I became very friendly with the librarian whom I assisted in shelving books and who suggested readings that might interest me.

When I moved to the United States in 1948 and matriculated in high school, the first room I visited was the library. What a wonderful first impression that big room with floor-to-ceiling bookcases made on me. And the librarian turned out to be most helpful, introducing me to American literature while before I had only been exposed to British authors.

At Dartmouth College I practically lived in the wonderful Baker Library, lounging in an easy chair in the Tower Room for light reading or studying in the stacks when more concentration and note taking were necessary. When I needed a break from the science texts that were required for my pre-med courses I learned to browse the shelves, thus discovering so many subjects that I never realized would interest me.

Unfortunately the first two years of medical school were an intellectual desert, requiring long hours in lectures, seminars and labs followed by memorizing vast amounts of material from textbooks until late at night. I don't think I read a single non-medical book then. The last two years of medical school were spent in clinical rotations at the various academic hospitals during the day and working for my room and board at a local community hospital at night. Again, I didn't read much more than the occasional magazine or newspaper and the pertinent medical literature. The hospital library had a quiet, inviting atmosphere conducive to study and researching clinical problems that I encountered during the day, enhanced by a part-time librarian who helped me in searching literature before the advent of Google and PubMed.

I again became interested in libraries when I started to practice medicine. I encouraged my colleagues to combine their personal office collections of books and journals into a new departmental library; then I joined the hospital library committee, eventually chairing it and with the help of the librarian and the administration moving our collection to a more inviting setting with a more user-friendly arrangement. For many years I served as trustee of the Boston Medical

Library, which together with the Harvard Medical Library as the Francis A. Countway Library of Medicine is the largest academic medical library in the world, holding more than 63,000 volumes, thousands of journals and an unrivalled rare and historical materials collection.

However, it was only upon my partial retirement that I could finally find the time to delve into the wealth of literature accessible through the many public library systems such as the Minuteman Library Network here in New England. Having filled all the available shelves in both our study and living room with books and journals, I decided not to purchase any more books except for required reference material and Kindle editions for travel. I am indeed fortunate to be able to borrow virtually anything I want to read either from a public library or university library system as a retired Harvard faculty member.

Throughout history libraries have been the keepers of civilization and culture and the repository of human experience. As an inveterate traveler, I've searched out libraries when visiting other countries, such as one of the largest like the British Library; one of the oldest like the Bodleian of Oxford University; and one of the most beautiful like the Abbey Library of St. Gallen. I am fortunate to live within walking distance of the extensive Harvard University system with its 3.5-million-book centerpiece, the Harry Elkins Widener Memorial Library, the use of which continues to enrich my life enormously. In Jaffrey throughout the summer and early fall, I am a short drive from the public library and the Franklin Pierce University DiPietro Library where there is always internet access available and a friendly librarian. No wonder I love libraries! 📖

*Dr. Gramm is retired from practicing for 40 years as a radiologist at the Harvard Medical School and the Beth Israel Deaconess Medical Center (and prior to the merger at the New England Deaconess Hospital) where the radiology department library is named in his honor. He lives in Cambridge, MA and Jaffrey, NH.*

— Editor

## WHAT IS A "Little Free Library"?

<http://littlefreelibrary.org>

It's a "take a book, return a book" gathering place where neighbors share their favorite literature. A Little Free Library can be a box full of books where anyone may stop by and pick up a book (or two) and bring back another book to share.

Do you have a Little Free Library? Send your photo to [c.kirwin@nhlta.org](mailto:c.kirwin@nhlta.org).



Goffstown Little Free Library at Abingdon Park, Mast Road.

# DIRECTOR OF THE YEAR

## Two Awards

By Adele Knight, NHLTA Director

### NANCY VINCENT, Keene

Nancy Vincent, Director of the Keene Public Library, knew she had been selected as one of two Library Directors of the Year by the NHLTA. What she did not realize was that NHLTA President, Susan Young Gaudiello, was driving all the way from Barrington to Keene to make the presentation—that was truly a surprise. The award was given to Nancy on Friday, October 14 at the Library's Employee Recognition Celebration.

From left: Kathleen Packard (Chair, Board of Trustees), Nancy Vincent (Library Director of the Year), and Susan Gaudiello (NHLTA President.)



Photo by Nat Stout

Nancy's staff was delighted that she had been recognized. Trustee Chair Kathleen Packard wrote "She has demonstrated a highly effective leadership style by recognizing and embracing the strengths of each library staff member." Her assistant, Jennifer Bone, noted "Nancy is the ideal boss....with a guiding hand at our backs, she allows us to thrive at our jobs."

Four thousand people per week use the Keene Public Library and attend over eighteen hundred events annually. Nancy aids programming by staying current with the needs of the community. Nancy also forges supportive relationships with the city of Keene and the community. She was instrumental in creating a partnership with Cheshire TV, Historical Society of Cheshire County, the Keene Sentinel newspaper, Keene State College, and more. Her extensive involvement with other community organizations includes serving as Annual Campaign Chair for a Monadnock United Way Annual Fundraising, and activities at Keene State College and Monadnock Family Services. She is a founding member of the Cheshire County Literacy Coalition. She wrote, received and helped implement a grant to establish the first literacy program at the Cheshire County jail.

Eighteen years ago, Nancy oversaw the first major renovation that transformed the original building and expanded the children's space and offerings. Currently, with

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### NANCY LADD, Warner

The Trustees of the Pillsbury Free Library in Warner nominated Nancy Ladd for the NHLTA Library Director of the Year. We agree that Nancy is very deserving of this honor. She has been the town's librarian for 31 years and continues to demonstrate extraordinary dedication, hard work and enthusiasm for her position. The support of Nancy as recipient of the award was evidenced by the many members of the community who crowded into the library on Saturday, November 12, to honor Nancy. Library trustees, including trustees from Nancy's early years as director, spoke of Nancy's many accomplishments. As NHLTA Chair Susan Gaudiello presented the award, she mentioned how rewarding it was to read all the nominations, and emphasized that Library Directors are so important because they are the guiding forces of their libraries."

From left: Susan Gaudiello (NHLTA President), Nancy Ladd (Library Director of the Year), and Sara McNeil (Chair, Board of Trustees.)



Photo by Adele Knight

And guide Nancy did. Back in 1985, she organized the first book sale as part of Warner's Fall Foliage Festival. The Pillsbury Library was one of the first small-town libraries to enter the world of technology. Nancy encouraged the trustees to purchase their first computer so they could access the State Library Information System. Another successful feat was to increase the hours the library was open. Nancy was a vital member of a committee to study the need for a library addition. The new addition tripled the size of the library.

Realizing that communication is key, Nancy began submitting a Librarian's Report in the annual Town Report, initiated and continues to submit library news to the town-wide newsletter, and has created a Facebook and Twitter presence. She is also the town's liaison to the Kearsarge Area Chamber of Commerce.

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## AUTUMN WORKSHOPS

Liz Tentarelli, NHLTA Director

Attendees report they learned much at the October and November workshops hosted by NHLTA for trustees and library directors.

On October 22, forty trustees and Friends and library directors attended a workshop at Hooksett Library on "Library Construction Projects—From Design to Financing." The workshop included two concurrent sessions: one focused on the design and construction aspects of building, expanding or renovating a public library; and the other on the financing and fundraising issues, including the reasons for a Foundation separate from a Friends group to handle the fundraising. There was also good open discussion among workshop participants with recent project experience and those in the beginning stages of planning a library expansion. Some attendees already in the throes of a project wished they had received some of the advice earlier, and others left realizing they had much planning to do before they were ready to go public with plans for expansion.

Presenters and facilitators were Melissa Prefontaine, former Trustee chair, Langdon Public Library, Newington (expansion completed in 2014); Terri Jillson White, Trustee chair, Abbott Library, Sunapee (completed in 2014); and Melinda Atwood, chair, Abbott Library Foundation, Sunapee.

The November 30 workshop, held at the NH Municipal Assn. building in Concord, was titled "Getting Started on Effective Performance Management." It focused on one of the most important responsibilities of trustees, hiring and managing library personnel, as defined in state law. The first part, the proposed change in FLSA regulations for overtime pay, was complicated by the injunction issued the week before and drew many questions. Stay tuned for updates. The rest of the workshop included a review of the relevant NH statutes, job descriptions and evaluations, hiring the library director, and the need for a good personnel manual.

The presenters were Margaret Byrnes, Esq., attorney with the NH Municipal Association; Deb Caplan, HR Business Partner at SDE, Inc. and Stenhouse Publishers and also a Peterborough Town Library Alternate Trustee; and Liz Tentarelli, NHLTA Director and former Newbury Public Library Trustee chair. Seventy-two library trustees from around the state attended.

NHLTA Education Committee is setting up some webinars for late winter to offer trustees statewide access to information on several topics, without the need to drive anywhere. Check out our LISTSERV® ([nhlta-l@maillist2.nh.gov](mailto:nhlta-l@maillist2.nh.gov)) or our website ([www.nhlta.org](http://www.nhlta.org)) for how you can access these webinars on your own schedule. 

**SAVE THE DATE!**  
**Wednesday, May 24, 2017**  
**NHLTA Spring Conference**

Grappone Conference Center, Concord

### Nancy Vincent, Keene

Nancy's support, the Board of Directors, the Friends of the Library and the City of Keene are working on a 8.8 million dollar renovation project which will physically connect the expanded original building and the Library Annex which had been purchased in 2003.

The Mayor of the City of Keene was pleased to recommend Nancy for this award. He wrote, "Nancy has been a valuable asset for over 25 years to the Library's operations, staffing needs, creating library policy, developing programs and services that enhance the quality of life in Keene. I have known Nancy to be hardworking, dedicated, ethical and conscientious."

A quote from the Friends of the Library: "Nancy is a creative problem solver and positive influence who leads by example. Her deep commitment to the mission of the library is evident by the amount of time she devotes to her role on the job and in this community."

The Keene Public Library Board of Trustees all agree: "We can think of no one as deserving of this recognition as NHLTA Library Director of the Year as Nancy. It was difficult to pick only a few examples demonstrating how Nancy defines excellence for library directors." 

### Nancy Ladd, Warner

When the Pillsbury Free Library was named as The New Hampshire Library of the Year in 2006, the trustees gave much credit to Nancy. The trustees noted that the award was given, in part, to the improved services and extensive support from the community "with particular appreciation for the outstanding efforts on the part of our exceptional Library Director and her staff."

Another one of Nancy's strengths is her ability to seek out funding opportunities—she has obtained grants for an after-school program at the library; applied successfully for a grant from the Bill and Melinda Gates Foundation to be used for computers; another grant to fund an adult literacy, ESL, and tutoring program; and a grant from PSNH for lighting modifications to save energy. In 2014, the library was awarded a \$50,000 LCHIP (Land and Community Heritage Investment Program) grant to be used for long-term building repairs to the original building. The grant was the result of Nancy's tireless work.

Thank you Nancy 

Did you enjoy this issue?  
Was the information of value to you?  
Do you have any suggestions?

Please e-mail the Editor, Adele Knight at [a.knight@nhlta.org](mailto:a.knight@nhlta.org).

## FRIENDS OF THE ORFORD LIBRARIES RECEIVE

### The Sue Palmatier Award for Outstanding Support by a “Friends of the Library” Group

By Adele Knight, NHLTA Director

NHLTA President Susan Gaudiello, a long-time Friend of her own library in Barrington, was most pleased to present this award to the Friends of the Orford Libraries on Saturday, November 19, at the Orford Free Library. Friends Group President Jude Parker accepted the award, and took the opportunity to remind attendees that November is their Membership Month and a perfect time to join the group. Trustees and the library directors of both libraries were present to celebrate, along with many Friends members and patrons.

While most Friends groups advocate and support one library, in Orford the Friends group supports and raises funds for TWO libraries--the Orford Free Library and the Orford Social Library. Susan said that learning about the Orford Libraries and their Friends was really inspiring. After the award presentation at the Orford Free Library, Susan was given a tour of the Orford Social Library a few miles away.

This Friends Group has been helping the Orford libraries since the 1980s. The financial generosity of the Friends has allowed the libraries to expand services to patrons and update their facilities. Some examples of assistance to the Free Library are: heating and air conditioning systems, improved lighting, carpeting, computer for patron use, and a children's room. “Most recently, their wholehearted support of the membership of both libraries in the Howe/Evergreen digital catalog project has allowed for the full purchase of equipment, supplies, and payment of the associated fees,” wrote OFL trustee board chair Sue Kling.

Given the small size of the community (Orford has a population of about 1,300), their fundraising activities are astonishing. Since 2000, the Friend's group has raised \$60,000 through a wide variety of events. A silent auction alone raised \$6,000. Other events have included an annual summer flea market, a community phone book, soup suppers, and holiday pie sales.

What makes this all astounding is that, while there are many Friends, less than a dozen people undertake the majority of the effort to support the libraries. Sue Kling said, “We are so appreciative of all that the Friends do for both libraries and we are pleased that [they] will receive this recognition.” NHLTA agrees that the Friends of the Orford Libraries is very deserving of this award. 📖

From left: Laurel Fulford (Director, Orford Free Library), Susan Kling (Chair, Board of Trustees, Orford Free Library), Jude Parker (President, Friends of the Orford Libraries), Carl Cassel (Chair, Board of Trustees, Orford Social Library), and Laina Warsavage, (Director, Orford Social Library).



Courtesy Photo

Orford Social Library



Orford Free Library



Photos by Marty Davis

## NHLTA EXHIBITS AT NHMA CONFERENCE

By Marty Davis, NHLTA Director

For two days in November, six members of your Board of Directors attended the (NHMA) New Hampshire Municipal Association Conference in Manchester as exhibitors. We have staffed a booth at this event for a number of years to promote our Association and to keep libraries on the minds of the attendees.

The NHMA membership includes 232 of 234 towns and cities in New Hampshire. The Association provides many services to its members. (See [www.nhmunicipal.org](http://www.nhmunicipal.org).) You might be familiar with the NHMA Government Affairs Counsel, Cordell Johnston, who has given a number of popular workshops regarding RSA 91:A (Right-to-Know law) throughout the state and at our annual Conference. He is one of the many helpful team members of the NHMA who are always willing to listen and provide answers or referrals.

This year, the Conference was attended by over 600 municipal employees who, over two days, attended one or more of the 55 educational workshops addressing many phases of municipal management. The NHLTA was one of 105 exhibitors visited by attendees. We enjoyed meeting folks from all over New Hampshire discussing library activities in their home towns and cities.

Our presence promoted libraries to Selectmen, Town Administrators and other town officials, plus legislators, banking and legal representatives and many vendors. NHLTA was pleased to advocate for New Hampshire public libraries. 

## NH CORRECTIONAL INDUSTRIES

By Liz Tentarelli, NHLTA Director

Need a large new sign to display your open hours? Would custom bookshelves on castors let you reconfigure your children's room? Upholstered chairs looking a bit ratty or sagging in the middle? Time to print new library brochures or letterhead stationery?

All of these library needs can be met by New Hampshire Correctional Industries, New Hampshire's prison industry through its specialty shops. Under the direction of skilled staff and volunteers, inmates at the men's prison fill custom orders with care and attention to detail that rival any commercial establishment. A number of libraries and municipalities have already discovered the excellent work they do, so check it out.

New Hampshire Correctional Industries create revenue-generating work environments that provide inmates with the work experience, job skills, and the confident attitude they will need in order to obtain and hold jobs once released. Everyone benefits when offenders become wage-earning members of society after serving their sentences.

Products from all shops are offered for sale to both businesses and individuals located in New Hampshire. Visit the website to learn more about the services offered:

[www.nh.gov/nhdoc/divisions/correctional](http://www.nh.gov/nhdoc/divisions/correctional)

All shops can be reached by email at:

[industries.staff@doc.nh.gov](mailto:industries.staff@doc.nh.gov)



## *The New Hampshire Curmudgeon*

### So You're Retired...Now What?

What does a rocket and space engineer do in retirement, you might ask? Using the skills that led to a successful double career would be a good start. Let's see: organized, problem solver, a team leader, leaps tall buildings...

First off, select a volunteer job that sounds like fun and a good fit. Libraries are always looking for additional volunteers from checkout to trustee. This may lead to something else as people get to know you and your skills. If finance and numbers are your thing, libraries and towns need treasurers to handle finances.

Small towns are forever looking for volunteers in a wide variety of positions. What interests you? Conservation, planning, zoning, welfare, a new building project, library fundraisers, town landscaping and beautification projects, first responders, CERT (Community Emergency Response Team)? All are 'volunteer' positions in many New Hampshire towns—take your pick! There's never enough money to hire everything that needs to be done, so many towns rely on interested and dedicated volunteers.

If music is your thing, there are plenty of choral groups looking for people who love to sing. Join a service organization. Adopt a section of roadway to keep clean. Many other volunteer opportunities can be found listed in local newspapers (if you can find one!).

If short term volunteering suits you better, try helping at a local blood drive, the library book sale, or any other single town event. It's a great way to meet other townspeople with similar interests.

Soon you will be surprised as to how busy you can be in retirement. I've heard it said by many retirees that they're busier in "retirement" than when they were working. 

## GET CONNECTED!

### Join the NHLTA LISTSERV® just for Trustees

Did you know that trustees have their own means of communicating and sharing? You are not alone—there are over 1200 other trustees in NH—join and get connected!

Subscribe on the NHLTA website: [www.nhlta.org](http://www.nhlta.org).

## ASK MARGARET

By Margaret L. Byrnes, Attorney at Law  
NH Municipal Association (NHMA)

***Dear Margaret: I heard the FLSA overtime law changed. What changed, and what should I do?***

The federal Fair Labor Standards Act (FLSA) requires, among other things, overtime compensation for non-exempt employees who work more than 40 hours in a week.

On the other hand, exempt employees are not entitled to overtime compensation. To be exempt, an employee must (1) perform exempt job duties, as defined in the law and (2) be paid a minimum salary.

The new law did not change the duties tests. However, the salary minimum did change: It used to be that an exempt employee had to make a minimum salary of \$455/week (\$23,660/year). The new law, effective December 1, 2016, now requires **a minimum salary of \$913/week (\$47,476/year)**.

Therefore, if your employee meets an exempt duties test, but does not make at least the minimum \$913/week salary, that employee is not exempt anymore! This employee is now non-exempt, and must be paid overtime compensation for working more than 40 hours per week.

Don't panic! The impact of the rule change may be less significant than you anticipate. Follow these steps to determine what, if anything, you need to change:

1. Identify employees who meet an exempt job duties test.
2. Of those employees, identify the employees who will no longer meet the salary minimum.
3. Determine which of these employees works more than 40 hours per week. If you have employees who will no longer be exempt and work overtime, you have several options, including:
  - Increase their salary to meet the new salary minimum
  - Pay overtime compensation when applicable
  - Pay compensatory time instead of overtime wages: State or local government agencies may pay compensatory time off at a rate of not less than one and one-half hours for each overtime hour worked, instead of cash overtime pay. Employees—other than law enforcement, fire, and emergency personnel—may accrue up to 240 hours. An employee must be permitted to use compensatory time on the date requested unless doing so would “unduly disrupt” the operations of the agency.

**Important!** The validity of the new rule is being challenged in court. On November 22, a federal district court judge in Texas issued a nation-wide preliminary injunction to stop the implementation of the rule. This case is not over, and, therefore, the fate of the new FLSA overtime rule is unclear. NHMA will continue to monitor the situation and keep you apprised of the latest available information. 📖

## ANNUAL REPORTS TO THE TOWN

By Connie Kirwin, NHLTA Director

It's that time of the year when the Annual Report to the Town is due by the Library Board of Trustees in compliance with **RSA 202-A:12**. Below is the RSA with (a)–(g) formatted as a list for better legibility.

Some trustee boards submit one report; others submit three separate reports. For example, the Board Treasurer would report on items (a)–(d). The Library Director would report on (e)–(g). The Board Chair would report on the second part of (f) describing programs offered by the library that further the education of the public such as workshops, classes, e-device training, PAC usage, and meeting room usage by groups for knitting, quilting, book club, etc.).

**RSA 202-A:12 Annual Reports.** – Every library regularly open to the public, or to some portion of the public, with or without limitations, whether its ownership is vested in the town, in a corporation, in an organization or association, or in individuals, shall make a written report to the town or city at the conclusion of each fiscal year of

- (a) all receipts from whatever sources,
- (b) all expenditures,
- (c) all property in the trustees' care and custody, including a statement and explanation of any unexpended balance of money they may have,
- (d) and any bequests or donations they may have received and are holding in behalf of the town, with such recommendations in reference to the same as they may deem necessary for the town to consider,
- (e) the total number of books and other materials and the number added by gift, purchase and otherwise; the number lost or withdrawn,
- (f) the number of borrowers and readers and a statement of the use of the property of the library in furthering the educational requirements of the municipality and such other information and suggestions as may seem desirable,
- (g) submit a similar report to the state librarian at such time and on such forms as the commissioner of cultural resources may require. 📖

*NOTE: The content provided above is for informational purposes only and is not intended to be legal advice.*

— Editor

## INGALLS MEMORIAL LIBRARY, RINDGE NH State Register of Historic Places

The NH Division of Historical Resources has announced that the State Historical Resources Council has added the Ingalls Library, Rindge, to the New Hampshire State Register of Historic Places.

Since it opened in 1894, Ingalls Memorial Library has been the only dedicated public library in Rindge. At the dedication, it was predicted to “prove an inestimable benefit to the town.” An excellent example of Romanesque architecture, the library was funded in memory of Thomas Ingalls, son of a Revolutionary War soldier and himself a prominent citizen of Rindge. 📖



**New Hampshire  
Library Trustees Association**

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## 2017 CALENDAR

|                   |            |                                                                                                                                                                                 |
|-------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>February 1</b> | 10:00 a.m. | <b>NHLTA Board of Directors meeting</b><br>NHMA Building, 25 Triangle Park Drive, Concord                                                                                       |
| <b>February 8</b> | 12:00 noon | <b>NHMA Webinar: <i>Open to the Public—A Primer on Public Meetings</i></b><br>Register online at the NHMA website: <a href="http://www.nhmunicipal.org">www.nhmunicipal.org</a> |
| <b>March 1</b>    | 10:00 a.m. | <b>NHLTA Board of Directors meeting</b><br>NHMA Building, 25 Triangle Park Drive, Concord                                                                                       |
| <b>April 5</b>    | 10:00 a.m. | <b>NHLTA Board of Directors meeting</b><br>NHMA Building, 25 Triangle Park Drive, Concord                                                                                       |
| <b>May 3</b>      | 10:00 a.m. | <b>NHLTA Board of Directors meeting</b><br>NHMA Building, 25 Triangle Park Drive, Concord                                                                                       |
| <b>May 24</b>     | 9:00 a.m.  | <b>NHLTA Spring Conference &amp; Annual Meeting</b><br>Grappone Conference Center<br>70 Constitution Avenue, Concord                                                            |

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