

## **NHLTA Board Meeting**

**Wednesday, December 1, 2021**

**10:00 am – 11:30 pm**

**In Person at the Androscoggin Room, 25 Triangle Park Rd, Concord, NH**

### **Meeting Minutes – Amended January 5, 2021**

#### **1. Call to Order at 10:10**

Present: Marcia McLaughlin, Katrinka Pellecchia, Susan Bartlett, Conrad Moses, Renee Mallett, Tammy Hooker, Debra Caplan, Denise van Zanten, Connie Kirwin, Anne Chant, Rosemary D'Arcy, Mark Branoff, Michael York

Absent: Lara Berry

#### **3. Acceptance of Minutes of November 2021 \***

Motion to accept: Renee. Motion seconded: Deb. Motion passed

#### **4. Treasurer's Report - Mark \***

- The reports are self-explanatory and cover routine expenses. Award plaques were paid for in October.
- Reviewed financial statements attached: regular monthly reckoning and the public accountant's report. IRS and State of NH returns have all been filed.
- Scholarship committee: New program – 1,000 scholarships, 2 available for spring semester 2022, received 6 applications; committee unanimously selected 2 candidates.
- Discussion/explanation regarding awards, conditions and ramifications. Need to prove they are enrolled in course. Check is made to individual, not to institution. Scholarships are not taxable provided they are used for tuition, fees and course materials. NHLTA is not obligated to provide a 1099.

Motion to accept both reports: Katrinka. Motion Seconded: Renee. Motion passed

#### **5. State Library Report – Michael York**

- Big news – getting ready to send out \$823,000 to public libraries around the state who applied for ARPA grants – very innovative ideas. All libraries have been notified and Michael will submit a report to the governor's office.
- Explanation of how funding distribution works from federal to state levels
- Examples of library projects funded by this round:
  - ✓ One town purchasing 2 electric bikes – for events and deliveries
  - ✓ 3 libraries got into curb-side pick up – purchasing lockers so people can access books at any time

- ✓ One library is using funds to update audio visual tech in an auditorium
- Been in touch with Shaheen, Hassan and Kuster to appropriate more funds for infrastructure, including broadband services, cellular services to cover entire state.

## **6. NHLA Report – Conrad Moses (NHLA Liaison) and Denise van Zanten**

- Report on annual conference: Conference went very well – made enough \$ to cover the bill, Debra Caldwell from ALA presented on intellectual freedom – 1<sup>st</sup> amendment audits,
- Denise van Zanten will taking over as president, Lisa Houde will be the new liaison to NHLTA

## **7. Committee Reports**

### ***Education – Annual Conference*** – Debra and Rosemary

- See handout
- Agenda for annual conference Topic: “Trends Shaping the Future: The Basics and Beyond”
- Need board members to volunteer to find speakers for different sessions
- Conference brochure needs to go out at the end of February
- How to include vendors – idea for scavenger hunt –
- Deb suggests that presenters all link their session to the main themes and to be relevant to small, rural libraries
- Each presenter needs to send a short bio
- Marcia brought up having part of the conference available virtually, or pre-recorded.

### ***Communication*** – Connie

- Committee meeting, Thursday, January 27, 10 a.m. via Zoom
- Winter Newsletter deadline first week of December– Katrinka

## **8. Old Business**

- Award presentations – Dec. 3-12 noon, Wilton Public/Gregg Free Library - Trustee of the year
- December 4-11 a.m. - Meredith Library – Sp. Library Services Contribution

## **9. New Business**

- Code of Ethics, Conflict of Interest, and Memo of Understanding forms passed around for directors to sign; need to sign annually; Marcia will file in storage unit.
- Mark: NH Department of safety. State: hearing on Bill to require background checks on all library employees and volunteers
- Follow up on presentation at NHMA annual meeting - Lori Fisher, Mindy Atwood and Marcia McLaughlin presented -

- New Directors: There is space for three new directors on NHLTA board
- Committee sign up – bringing outsiders onboard (Connie specifics of Responsibilities)
- NHMA contract – meeting with NHMA Ex. Director - Other new business
- Governance Committee meeting – please send recommendations ahead of time.

**10. Next meeting** – January 5, 2022- 10 a.m. via Zoom

\* Indicates a board vote is needed

Minutes submitted by Susan Bartlett, Secretary

Amended minutes approved, January 5, 2022, Susan Bartlett