

New Hampshire Library Trustees Association
Board meeting Wednesday, April 5, 2023

Minutes

Attendees: Marcia McLaughlin, Anne Chant, Tammy Hooker, Debra Caplan, Rosemary D'Arcy, Connie Kirwin, Renee Mallett, Mark Branoff, Conrad Moses, Deb Hoadley, Kathy Parenti
Absent: Katrinka Pellecchia, Michael York

Marcia convened the meeting at 10:03am

Minutes from March 1, 2023 – moved by Connie, seconded by Anne – approved as presented

Treasurer's report – moved by Renee, seconded by Conrad – approved as presented

Discussion: NH Charitable Grant received. Piper Mt. bill received, Meeting Owl received by Marcia, Mark will pay bill \$1025.

Scholarship Committee approved 4 applications and have 2 pending review
Budget 2023-24 presented – moved by Connie, Deb C. seconded – accepted

NHLA Liaison

Deb H. provided an update from NHLA

Received an LSTA (Library Science and Technology) Grant

November 9 – date of fall conference

May conference going well, vendor spots filled.

The NH School and Library Media Specialists organization has joined the NHLA.

Deb announced that she is leaving her position at Moultonborough Library but will remain active.

Education Committee

Town elections were postponed in several towns in March and this may delay updating current trustee information.

May conference update – 100 participants as of today.

NHLTA board needs to register online for the conference unless they are registering with their local library board.

Volunteers for conference:

1. Invite Mike York, Mindy Atwood, and Tom Ladd as guests. Ask them to register online. MARCIA
2. Call for board volunteers to introduce presenters and facilitate workshop.
ANNE, ROSEMARY, MARCIA, DEB, RENEE – will do both sessions
3. Assign a member to customize "Introduction to Workshops" scripts and procedures for workshop session facilitators. Deadline for completion of scripts is one week prior to the conference. (Connie did this last year and can pass on the template.) TAMMY
4. Need a minimum of two and max of three people to process registrations. (I will volunteer again this year.) CONNIE, TAMMY, ANNE

5. Assign one person to process Late, Walk-in, and Problem registrations. RENEE
6. Assign one person to greet and check-in presenters, explain the process: introduction, time-check at 10 minutes and at 2 minutes; show the presenter the workshop session rooms, etc. ROSEMARY
7. Assign one person to greet and assist exhibitors. (Maybe Janet Hromjak since she worked on sponsorships with Katrinka.) MARCIA
8. Need a volunteer to pick up supplies at Life Storage/aka "Uncle Bob's" storage unit, 11 Integra Dr, Concord prior to "stuffing" meeting. MARK, MARCIA
9. Need a volunteer to pick up printing from Speedy Printing, 45 South State St, Concord prior to "stuffing" meeting. MARCIA
10. Need volunteers to deliver conference materials to Grappone after the "stuffing" meeting. MARK, MARCIA

Communication Committee

New trustee packet is ready to send. Conrad and Connie will send it out. Concern about accurate email information for trustees to be added to the Listserv.

Board will also receive the packet.

If NHLTA board members are not currently serving as library trustees, they will need to go to the website and register as a new member and pay the \$30 annual fee.

Governance Committee

Preparing for May 23 meeting (Common Man, Concord) – topics identified; succession planning, recruitment (board and committees), strategic planning. Facility by Tom Ladd.

New Business

Peterborough Library has offered to host a regional meeting on September 21st 10:00-11:30am including a tour of the newly renovated library building.

Webster Library has been approached about a regional meeting
Frost Free has offered to host, but Peterborough is in the same region.

Newsletter

Newsletter has been sent out, concern about some not being received.

Dates to remember:

May 8, 11-2pm-prep for conference material - NHMA building in Concord, lunch will be served.
May 23, 10-2pm – strategic planning – Common Man, Concord

Respectfully,
Rosemary D'Arcy