

NHLTA Education Committee Minutes, Tuesday, May 16, 2023, 2023

Present: Marcia, Deb, Dee, Conrad, Rosemary, Janet, Kathy, Katrinka, Michelle, Patricia, Connie, Mark and Ashley

1. Minutes from April 18th, 2023: Dee made a motion to accept the minutes, Deb seconded. PASSED.

2. Annual Conference Debrief

Deb began the debrief by organizing the feedback into three buckets:

1st Bucket: Comments about this Conference: People love handouts, enjoy audience engagement, poor acoustics in the Ballroom, Food was good, but needed to be maintained. Vegan is different than Vegetarian. There was an awful smell outside that wafted in a bit. Some people had not toilet paper in the restroom, there were long wait lines for lunch, there were comments about in state vs. out of state speakers. There was a request for a "Certificate of Attendance." Some comments were that this conference was light on nuts and bolts. Some said it was hard to hear especially in the Ballroom. Someone requested that Programming be included in the Conference Offerings. Since the conference target audience is Trustees and Directors, programming is not a relevant topic for this group. Overall the comments were positive

2nd Bucket: Format going forward: Some folks said there was lots of down time, some thought lunch was too long. Roundtables vs Sessions – Roundtables work better when they're smaller and the chairs are turned around to face each other. Keynote was excellent, but time should be monitored better to avoid stress getting to and setting up next sessions. Folks asked to include room assignments in the Program. Add an Expense sheet in Presenter's Packet. Handheld wireless mikes were discussed, however, speakers would be required to make them work. Seated lunch to avoid lines and lag time.

3rd Bucket: Suggestions for next year: Topics for next year: Artificial Intelligence in Libraries, Additional Legal topics such as RSA's, and Hot Legal Topics. Policy Development in conjunction with State Law, Lobbying at the State Level, Communication & H. R. Issues. Hiring a Director, Trustee/Director Relations, Director and Staff Evaluations, Strategic Planning, Financial topics like "The Other Money", sessions for new Trustees, "Right to Know", Writing good policies, templates, Advocacy, Capital Campaigns, ADA Compliance in Library Design, MOU's, Local Town and Select Boards best practices for advocacy. Add a box to contain volunteers. Two Large Signs could be placed at both entrances designating the NHLTA Conference. There was a suggestion to post Conference Brochures or Session Descriptions near the vendor area to encourage more foot traffic to the vendor area. It was suggested that Deb Hoadley be asked to talk to the NHLTA Board regarding vendors. Connie made a motion that the Conference be held on Wednesday, June 5th, 2024. All voted in favor. None opposed.

3. Publicity/Communications – Connie, Katrinka

- a. Changes to registration form – Add an opt out button for each session on the form. Include the option for an Overnight Stay and/or Travel Reimbursement
- b. Letters to Bingo Winners – Rosemary will send letters to the winners congratulating them and letting them know that their library will receive some money.
- c. Mark will update the notification letter to the Library Trustee Boards of the winning libraries and send the respective checks.

4. The Board Retreat will be next Tuesday. Board members are asked to think about bringing a name to nominate.

5. Other business --

6. Next Meeting – June 20 – 3rd Tuesday

The meeting adjourned at 12:03 p.m.

Respectfully submitted,
Dee Santoso