

NHLTA Education Committee Minutes, Tuesday, July 18, 2023

Present: Rosemary, Marcia, E Janet, Michelle, Mark, Deb, Pat, Renee

Absent: Kathy, Conrad, Tammy

1. Minutes from June 20, 2023 : Janet made a motion to accept the minutes, Deb seconded. The motion passed.

2. Annual Conference 2024

Deb reported that the expended conference committee (Janet, Renee, Tammy) met on July 10 and discussed keynote and conference theme. The committee decided that A.I. would be the focus of the keynote but not the conference overall theme. They felt that the conference needed to focus more on training/preparing trustee to do their job. The suggested themes for the conference were:

Trustee Essentials: Todays Issues, Tomorrow's Challenges – chosen
Trustee Essentials: Focus on the Present, Investigate the Future
What You Need to Know: Now and in the Future
Trustee Essentials and a Look Toward the Future
How to Be an Effective Trustee Now and in the Future

Mark suggested that there may be someone from UNH or Dartmouth who could be the keynote speaker.

3. Trustee Orientation

- Rosemary reported that Michelle and Katrinka were the presenters due to Marcia being stuck out of town.
- There were 49 attendees, 19 no shows. It was suggested that a reminder email be sent out 3 days prior to an event.
- She stated that is appeared a number of trustees were unaware of the Trustee 101 packet which had been sent out in the spring. Better/more publicity needed for it. Rosemary suggested a newsletter article.
- Rosemary pointed out several things which were needed for future orientations. Marcia stated that she had planned to bring all of those things.
- Forms, currently on the website, which trustees wanted to be able to download and fill – minutes template and non-public meeting. Marcia said she would talk with Connie about making them user friendly.
- No gluten free cookies – need to have them in the future
- Audio in the room still a problem. Sometimes Michelle and Katrinka were not using the mics. Did repeat questions. Marcia suggested using the Meeting Owl to amplify the audience.

- Rosemary feels we need to push our tools and suggested that NHMA Legal Inquiries at NHMA.org be added to the list of resources on the final page of the Power Point slides.
 - Rosemary said overall there was good, positive feedback on the orientation.
 - Another trustee orientation on October 23 – same time and venue
4. Peterborough Roundtable Gathering – Thursday, September 21, 10:30-12. Meeting and then a library tour with director. Deb to facilitate.
 5. There was discussion about RSA 202 A:16 regarding who actually hires library employees other than the director; and, the proper time to seal non-public meeting minutes. Rosemary will contact NHMA legal for clarification.
 6. Nest meeting will be August 15 at 10 a.m. via Zoom

The meeting was adjourned at 10:48.

Respectfully submitted,
Marcia McLaughlin