

New Hampshire Library Trustees Association- FINAL

Board of Directors Meeting - via Zoom

Wednesday, January 8 2025, 10:00 am.

Attending: Marcia McLaughlin, Mark Branoff, Connie Kirwin, Conrad Moses, Tammy Hooker, Kathryn Parenti, Jeanne Palleiko, Cathy Harvey, Denise Van Zanten, NHLA VP, Mindy Atwood - Assistant State Librarian

Absent: Renee Mallet

Marcia called the meeting to order at 10:01 am. She asked Denise Van Zanten to introduce herself to the board. She also announced that items on the agenda would be pulled forward to allow the presenters to leave the meeting early.

Annual Conference: Tammy reported that 19 RFPs had been received and had been reviewed. Will hold 15 sessions. Finalize selection on January 10th. Save the date email will go out to all members on January 20th. They are hoping that the email will include information on the travel grant – Connie to forward that information to Tammy and Janet. Marcia reported that she and Michelle Elbert would again be happy to do the trustee orientation session.

State Library: Mindy reported that Michael York continued to show up to do his office cleanout after his retirement and that he reports retirement is “very fine.” The State Library is doing a lot of hiring. The Kathryn Stevenson, head of talking books, had retired after 14 years. Debbie Dutcher will make a lateral move and begin as head of talking books on January 3rd. Also looking for a reference librarian. ILL service takes a lot of time and services, a flagship program of the State Library. It’s an expensive program. The first Governor and Executive Council meeting will be on January 15th then another on the 29th. Commissioner of Natural and Cultural Resources, Sarah Stewart, is interested in asking Governor Ayotte for a renomination of Mindy as State Librarian and allow the nomination to work through the normal process. She is in the process of planning for the 2026-2027 budget proposal. Governor Ayotte must present the budget by February 13th.

Minutes: Marcia had two – delete the duplication of wording: “In order for me as Treasurer to have online access to the account;” and correct the date for the next meeting to January 8, 2025. **Motion was made** by Jeanne and seconded by Connie to approve as amended, none opposed; PASSED.

Treasurer’s Report: Jeanne presented in the treasurer’s report that there was a \$5000 anonymous donation. She is still chasing down past due dues. She said sponsors are looking good too.

Maturity on two money market funds. Credit card opened. Scholarship grant to Natalie Moser, technical Services Librarian at Goffstown Public Library.

She and Connie had worked on splitting the applications for scholarships and workshops. Posted and ready to go. Tamy compliments the addition of the scholarship recipient to the newsletter. Tammy also asked where the \$5000 donation would be applied. Connie also asked about its use. Jeanne explained that it was designated for use for the conference but can be applied “where needed.”

Membership monies will appear different this year and will look as if less is taken in. That will self-correct next year when the monies are applied in the year due.

Still working with the CPA and getting close to getting the financial statement. Mark said he occasionally stops in to see how he’s getting along.

Mark had a question about two insurance policies which are due on February 1st and April 6th. Jeanne stated that the \$300 payment for the fidelity bond had been mailed and the second is on her calendar but will not be paid until closer to its due date. Mark pointed out that the budget for 2025-2026 needed to be approved by the membership before June 30th, 2025. Jean said there was time. Connie stated the budget needs to be finalized by the board before then. Tammy stated that the budget will be printed on a separate sheet from the conference brochure. This will include the business meeting agenda, minutes, etc. **Motion to approve** made by Tammy and seconded by Connie. PASSED

NHLA report: Denise introduced herself as the director of the Manchester City Library, NHLA vice chair and chair of the NHLA Legislative Committee. NHLA had their changeover recently. Reviewing their website and planning their spring conference, April 17-18, at Mill Falls in Meredith.

She presented a legislative update, highlighting bills of particular concern to NHLA.

HB273: access to minors' library records; could have a financial impact on libraries. LSR434: Right to Know regarding library cards in library information status. LSR492: relative to addition of fines for violation of library use records. School one about obscene materials, parental rights, LSR 901: publishers' material harmful to children. HB143: relative to trespassing at public buildings. LSR 798: request for proposals for supervised visit centers. Over 900 LSRs are currently being written into bills. Marcia asked to be kept in the loop for legislative news.

COMMITTEE REPORTS:

Education Committee: Cathy said the conference chairs would be better to report on their work. She will be encouraging board members to stay in touch with libraries in their area – drop in and introduce self or attend meetings. Also planning to send out the Trustee 101 document to potential trustee candidates. She is drafting a letter to accompany it. Also brainstorm periodically how board members can stay in touch with local trustee boards. She also wants to be included in legislative loops. Connie asked when the letter and Trustee 101 would be sent out since signups for elections will be the end of January. Cathy said two weeks. She and Connie will talk.

Marcia asked about board members visiting trustee boards. A friendly is fine.

Communications: Connie said that the web provider Tammy shared with her seems to be the way to go as it is a business provider, more suited to our needs. She is looking into it. Now 12 libraries in the state are doing a director search.

Governance: Kathy reported the Governance Committee had not met since November but have two candidates who were scheduled to be interviewed on Monday, January 13. Another potential candidate recommended by Rosemary. She is giving a candidate in her town the Trustee 101 material herself.

Facebook: None

Old Business: None

New Business: : Marcia reported that a small group of board members would be meeting with Ashley and Judith from NHMA on the 10th to review the 2025 contracts with the proposed changes NHLTA had requested.

Anything that comes up after sending agenda: Mark asked about the status of our annual grant from the NH Charitable Foundation. He said that a letter is often sent out, but Jeanne replied that she had not received anything to date and that they do have her name and address. Our report is not required prior to receiving the check.

Meeting Adjourned: Kathy made the motion to adjourn; Jeanne seconded. All in favor. PASSED – 10:41 a.m.

Next meeting: Next meeting February 5, 2025, 10:00 a.m. [via Zoom](#).

Respectfully submitted,

Marcia McLaughlin