

**New Hampshire Library Trustees Association- FINAL**

Board of Directors Meeting - via Zoom

Wednesday, June 4, 2025, 10:00 am.

Attending: Marcia McLaughlin, Mark Branoff, Connie Kirwin, Conrad Moses, Tammy Hooker, Kathryn Parenti, Jeanne Palleiko, Renee Mallet, Cliff Blake, Denise Van Zanten - NHLA VP, Ann Friedman Xavier, Sue Nieman, Cathy Harvey,

Absent: Susanne Whitbeck, Mindy Atwood - Assistant State Librarian

Marcia called the meeting to order at 10:02 am.

**Minutes:** Marcia asked if there were any corrections to be made to the minutes from May; there were none. She then asked for a motion to approve the minutes. Marcia made the motion to accept the minutes as presented; Connie seconded. All were in favor, none opposed; PASSED.

**Treasurer's Report:** Jeanne noted the following: •There were two applications for the Mildred McKay Graduate Studies Scholarship for the Summer term. The Scholarship Committee unanimously selected Madison Bowen, who is enrolled at Dominican University in River Forest, Illinois, to receive the \$1,000 scholarship. Madison is the Adult Programming and Technology Services Coordinator at Epsom Public Library. This is the first time the revised application, which requests a copy of the applicant's transcript, has been used. •By taking advantage of the 2% cash back feature of the TD Bank credit card to pay the Doubletree hotel bill, NHLTA will receive a credit of \$736.71 toward the credit card bill. •Board Vote Requested. The \$25,000 6-month CD (earning 4.35%) held at Stifel will mature on June 9. I would like to reinvest this money in another \$25,000 FDIC-insured CD for the best interest rate available at that time, either for 6 months or 12 months, whichever provides the better return. In addition, we have a \$25,000 12-month CD (earning 4.25%) that will mature on December 9, and \$67,711.93 in a Money Market Fund, which has generated over \$200 per month in interest income. Jeanne made the motion renew the maturing 6 month CD for either a 6 or 12 month CD, whichever has the best interest rate; Tammy seconded. All were in favor with none opposed. PASSED.

•Wufoo has been cancelled.

•Board Input Requested. Constant Contact has announced that their monthly fee will increase to \$99 per month, or \$1,188 per year. We paid \$697.20 in January for an annual fee. Should we cancel Constant Contact? Tammy said she had developed a sample survey in Google Docs and it was very easy and can be copied and edited year to year. A true test of the document will be after the trustee orientation in August. A copy will be sent to Ashley to send out after the orientation. Conrad wanted to make sure all of the private information was deleted before cancelling the service. Marcia suggested Jeanne try to get the remaining subscription money back after August.

•As of May 31, 2025, year-to-date expenses exceed year-to-date income by \$7,000. Including the current credit card balance of \$10,338, plus additional June expenses, will leave NHLTA at the end of this fiscal year with a shortfall of about \$19,000. This is a one-time issue. The prior fiscal year (2023-24) had over \$14,000 in dues income in May and June 2024 that rightfully belonged to fiscal year 2024-25. Because we have changed the date for sending dues invoices for 2025-26 to mid-June, we can expect to receive this \$14,000 in dues in July and August, which will increase 2025-26 income by this same amount. In addition, the higher dues (\$35.00 instead of \$30.00) should provide an additional \$5,000 in income. I expect 2025-26 Income and Expenses to be in balance. She noted income and outgoing money

should be closer in number in 2025-2026. Marcia said the credit card has a \$730 credit from its cash back option and there has been \$200 in interest each month from the money market fund. Jeanne stated Chesterfield library inadvertently found a bug in Wild Apricot - they found a way to pay their dues, although it was at the \$30 per trustee rate and not the new \$35 rate. Invoices will be sent out June 15th and she felt a line, in bold, should be added on the invoice stating the fee has increased from \$30 to \$35. Renee said NHLTA has never been proactive in going out to get donations. NH Gives is an opportunity for that. NHLTA should explore all avenues of possible revenue. She also noted that we can't keep raising the dues. Connie stated the dues hadn't been raised in over 10 years. There was some discussion regarding various ways to do this but it must be kept in mind not to pursue the sponsors for the conference for this type of fundraising. Marcia will add this to the August agenda; Katrinka, as the past president, should also be present to discuss the addition of advertising in the newsletter. Sue N. thought it could open NHLTA to partisan support so we have to be careful. Tammy made the motion to accept the treasurer's report as presented; Cliff seconded. All were in favor with none opposed. PASSED.

**State Library:** None.

**NHLA:** Denise began by noting NHLA is working on the annual budget and also noted they haven't raised due in a couple of years. NHLA runs on a fiscal year while their dues are run on a calendar year. HB 143 (relative to the issuance of no trespass orders on municipal or school district property) was being voted on this week; it might make it to administer, in the Senate. With regard to HB 124 (collection policy), NHLA sent a letter to the governor. She said there are a couple of schools and public libraries that share a collection. They are waiting on NHMA for a legal opinion. HB 273 (relative to a parent's access to their minor child's library records) the Senate amended it and the House refused to accept it. She was hoping this will kill the bill. SB 141 the House added that library records be private, by a floor amendment. HB666 (relative to adding fines for violations of the confidentiality of the library use records and adding library cards and membership status to the list of confidential matters) was removed by the Senate. The Senate will be voting on the budget bills this week and noted they dislike the bill.

#### **COMMITTEE REPORTS:**

**Education Committee:** Cathy H. noted the gatherings have gone well and there is another one in September. Sue said it will be September 9 from 10am-12pm. Trustees enjoy the chance to network with each other. Tammy said there will be a Friends of the Library gathering in Hooksett on Saturday, September 27, 10am - 12pm.

**Annual Conference:** Tammy said the date for the 2026 conference will be May 27. A board vote was needed so they don't lose the date. The stuffing day will be on the 26th, in a room the hotel has given NHLTA for its use, at no charge - everything can be stored on site for the next day. Connie made the motion to accept the recommendation of May 27, 2026 at the DoubleTree by Hilton in Manchester. Ann seconded the motion. All were in favor with none opposed. PASSED. Jeanne reminded Tammy that Marcia has to sign the contract.

**Communications:** Connie said the promotion schedule is out and the notice for the trustee orientation was sent out on Monday. They will start promoting the Bristol gathering in July. There will also be a gathering in Barrington in October.

**Legislation:** Marcia forwarded 3 names to Renee (committee chair) to contact who have expressed interest in being on the committee. Renee will onboard them for the coming year. Connie thought that NHMA would be able to list all of the legislation that affects libraries in one place, which would be helpful. Cathy said she would go to the Office of Legislative Services and see if that was something they could do.

**Governance:** Kathy made the motion to elect the following officers for the 2025-2026 year: Marcia McLaughlin as president, Cathy Harvey as vice president, Jeanne Palliko as treasurer, Tammy Hooker as vice treasurer, Kathy Parenti as secretary and Katrika Pellicchia as past president. Renee seconded the motion. All were in favor with none opposed. PASSED.

**Other Business:** Connie noted through NHMA, there has been a change to RSA 91.A regarding minutes - the meeting start and ending times need to be recorded and the minutes signed.

**Old Business:** None.

**Anything that comes up after sending agenda:** Marcia said there will be no July board meeting and the August board meeting will be in person at 25 Triangle Park, Concord .

**Meeting Adjourned:** Cathy. made the motion to adjourn; Jeanne seconded. All in favor. PASSED - 10:50 am.

**Next meeting:** Next meeting **August 6, 2025**, 10:00 am in person, **25 Triangle Park, Concord, NH.**

Respectfully submitted, Kathryn Parenti