

New Hampshire Library Trustees Association- FINAL

Board of Directors Meeting - via Zoom

Wednesday, October 1, 2025, 10:00 am.

Attending: Marcia McLaughlin, Connie Kirwin, Tammy Hooker, Cathy Harvey, Mark Branoff, Kathryn Parenti, Jeanne Palleiko, Cliff Blake, Denise Van Zanten - NHLA VP, Ann Friedman Xavier, Sue Nieman, Susanne Whitbeck, Mindy Atwood - Assistant State Librarian, Katrinka Pellecchia, Conrad Moses

Absent: Renee Mallet

Marcia called the meeting to order at 10:00 am.

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

Treasurer's Report: Jeanne noted the following:

Month	NHMA		Credit Card		Total	
	# Libraries	# Members	# Libraries	# Members	# Libraries	# Members
May	1	11	0	0	1	11
June	5	36	14	114	19	150
July	45	282	24	196	69	478
August	17	90	15	110	32	200
September	12	57	2	10	14	67
TOTAL	80	476	55	430	135	906

• The new TD Bank checks and credit cards have arrived. •TD Bank has asked for NHLTA Board minutes stating the names and positions of the people who are authorized to have access to the NHLTA checking accounts and credit card at TD Bank. Please approve the following statement to be included in the October minutes:

Jeanne made the following motion: Marcia McLaughlin (President), Jeanne Palleiko (Treasurer), and Tammy Hooker (Assistant Treasurer) are authorized signers on the New Hampshire Library Trustees Association checking accounts at TD Bank and have the authority to view the activity on these accounts. Marcia McLaughlin (President) and Jeanne Palleiko (Treasurer) are both authorized to have an NHLTA TD Bank credit card, and they have the right to view the activity on this credit card account. Tammy Hooker (Assistant Treasurer) is authorized to view the activity on this credit card account. These positions are described in the NHLTA Bylaws as positions having access to all financial accounts. Marcia seconded. All were in favor with none opposed; Conrad abstained. PASSED.

Jeanne made the motion to accept the treasurer's report as presented; Marcia seconded. All were in favor with none opposed; Conrad abstained. PASSED.

State Library: Mindy began by saying the federal government shutdown began at midnight. IMLS has a half day to conduct their shutdown. Approved grant activities can continue but the mechanism of reimbursement of federal funds is not available. The state library operates for a month then requests reimbursement for that month. Normally she would request between October 5-7 funds for September. The state usually floats the library for the previous month but there has been no word. She did request a partial drawdown on September 22 for September 1-17, in anticipation of the shutdown. She continued by noting federally funded activities may continue and she sent an email to the listserv this morning.

The state library has received 2 waivers for hiring van drivers for ILL; the position has been posted and they will be doing interviews this week with the hope of being fully staffed by the end of October. She also noted waivers for the following positions are still in the governor's office: head of reference and ILL and a circulation position. They are currently understaffed by 22%.

She had a director's call last week discussing implementation of HB273. The state library has published a guide to look at when working on policies with trustees. All need to work to change policies to comply with HB273.

NHLA: Denise began by noting Manchester library is working with an attorney on policies. There was a letter sent by the Exeter library that lays out all the holes in HB273. The first thing to do is to educate the public and let parents know they have the ability to access their children's library history already. If there is an issue, a form has been prepared that only a manager can complete.

She noted there are several bills that will be coming back, per the legislative service request. Representative Christine Perez of Londonderry is bringing the trespass bill back along with parental consent for digital platforms and SB33. These will be heard either this week or next.

NHLA's new website will be running by Friday and they are working on the fall conference on November 11 at the Common Man in Plymouth. They are keeping the agenda light and have a speaker to talk about happiness; she's also working with the NH Arts Council for an afternoon program. There will also be a program on why there needs to be democracy and to reaffirm the directors are doing important work.

She and Rachel Baker, NHLA president, met with Governor Ayotte for 30 minutes mid September to answer any questions the governor might have and to let her know they are available to answer any questions she might have in the future. Cathy noted HB 313, electioneering, was retained in committee. She also noted that the Right to Know bill is being discussed - how to resolve public versus non-public personnel issues - this could affect libraries as well.

Marcia asked if the Exeter letter was available to publish or share. Denise said she had spoken to the director and it was. Cathy noted Naomi Butterfield, attorney working with Manchester library, is well versed in municipal law. Katrinka said she would follow up with Exeter to see if it was ok to add to the NHLA's website. Tammy suggested an email be sent out prior, directing everyone to look at the website.

COMMITTEE REPORTS:

Education Committee: Cathy noted there were 2 gatherings in September that were well attended. There was a discussion on how to deal with no-shows and wait lists. In the end, it was decided that allowing an additional 10% in signups might help with filling all the available spots. This would also be done for the Trustee 101 sessions. Connie felt it would be helpful to send a confirmation of registration that has to be responded to. Tammy thought charging \$5 would help with no-shows; Jeanne countered that there were 6-8 people who paid for the conference and didn't show so that wouldn't make a difference. The board agreed to increase the signups for gatherings, etc. by 10%. Cathy noted the legislature is ramping up and she will not be available on October 14 to chair the Education Committee meeting; Marcia will fill in.

Annual Conference: Cathy said the conference committee has been meeting at 7:30 on Fridays to work through some items. Tammy added RFP's for speakers went out on Tuesday, due December 5, 2025, and they are continuing to work on the parking issues. She noted there would be no printed materials, subject to change, at the conference to save money. WIFI will be provided.

Tammy made the motion that there be no printouts for the 2026 NHLTA conference. Sue N. seconded the motion. Discussion: Katrinka noted the handouts made sense but what about the programs and sponsor information? Tammy said that information would be in the brochure. She also noted the speaker handouts will be available online before the conference. Connie asked about the business meeting budget and minutes. Katrinka said they were included in the Power Point and one copy was on each table. She asked about the timeline since this would require additional website work. Tammy said the information will be submitted 30 days before the conference. Connie felt it would be a good idea to have something mentioning this in the speaker contract as now it can take up to 2 weeks after the conference to receive their material.

Marcia noted there was a motion on the table with a second that all speaker presentations will not be printed and will be available online at the conference. Other items to not be printed will be included as needed. All were in favor, with none opposed. Conrad abstained. PASSED.

Tammy brought up the subject of scholarships - how much money was available and how many were granted last year. Jeanne said there was \$825 in the Edellmann fund and there were 3-4 grants last year. They weren't offered to previous recipients. She noted 9 people had their registration fee paid for and felt that should be limited as well. Tammy thought a portion of the registration fee could be covered. Jeanne noted there are usually 8-10 requests and previous recipients don't receive anything. The scholarship fund has \$2000 for the master's program and they receive money from NHCF in February - that amount is different each year. She suggested this discussion be tabled until November.

Communications: Connie, Katrinka, Judy Russell and Besty Solon were working with the new website which is time consuming, interesting and challenging. There were 43 attendees in Bristol and 45 in Hooksett. To date there were 26 registered for the Barrington gathering. Jeanne said the Hooksett "Friends" gathering went well and there was interest in doing it again. There was an inquiry if "Friends" groups could be under the NHLTA umbrella. Marcia will add this to the November agenda.

Katrinka stated the new NHLTA website is live and she and Connie will be training on how to work with the website and how to add things to it. Any comments on the website should be sent to either Katrinka or Connie. Renee asked if she should post a link on Facebook or wait until the bugs are worked out. Katrinka felt it was fine to post something now.

Deadline for the winter newsletter is the first week in December.

Governance: None.

Member Survey: Marcia asked if anyone had a copy of the one from 2022. Tammy, Katrinka and Connie will do a search. This will also be discussed in November. Katrinka wondered how many trustees actually use the website or read the newsletter. She felt it would be a good idea to have a small column each newsletter discussing each thing as an excellent trustee resource.

HOMEWORK for the board!!!: Come up with **3 questions** to ask the NHLTA membership on the survey!

Other Business: Action Plan - aka Strategic Plan- Marcia had updated it and sent it out to the board. She asked everyone to look at it and give her comments before the next meeting.

Old Business: None.

Anything that comes up after sending agenda: Conrad thanked everyone for the well wishes and would like to continue with NHLTA when he is able. Mark noted the CEO of the NHCF was retiring in June. Marcia said the NHLTA will send an acknowledgement. Cliff will be unable to help with the Barrington gathering; Katrinka will cover for him.

Marcia said no award ceremonies have been scheduled yet since they haven't received confirmation the plaques are ready from Crown Trophy. Once completed, they will be sent to the presenters.

Meeting Adjourned: Katrinka made the motion to adjourn; Mark seconded. All in favor. PASSED - 11:22 am.

Next meeting: Next meeting **November 5, 2025**, 10:00 am via ZOOM.

Respectfully submitted, Kathryn Parenti