

New Hampshire Library Trustees Association- FINAL

Board of Directors Meeting - via Zoom

Wednesday, April 1, 2026, 9:00 am.

Attending: Marcia McLaughlin, Connie Kirwin, Tammy Hooker, Kathryn Parenti, Jeanne Palleiko, Ann Friedman Xavier, Susanne Whitbeck, Cathy Harvey, Mindy Atwood - Assistant State Librarian, Katrinka Pellicchia, Rachel Baker, NHLA Past President, Beverly Pietlicki

Absent: Renee Mallett, Sheryl Bass - NHLA VP

Marcia has Beverly introduce herself. She then called the meeting to order at 9:01am.

Minutes: Marcia asked if there were any corrections to be made to the minutes from March; there were none so she then asked for a motion to approve the minutes as presented. Anne made the motion to accept the minutes as amended; Katrinka seconded. All were in favor, none opposed. PASSED.

Treasurer's Report: Jeanne noted the following: Paid members below.

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
October	1	1	1	4	2	5
November	0	0	1	5	1	5
December	2	15	1	4	3	19
January	5	23	1	6	6	29
February	1	3	2	10	3	13
March	0	0	1	9	1	9
TOTAL	89	518	62	468	151	986

- NHLTA 990 for 2024-25 has been e-filed and accepted by the IRS.
- Prepared NHLTA budget for 2026-27. For the first time we should expect nearly all of the dues payments in the appropriate fiscal year. \$5,610 in dues for this fiscal year were paid in FY2024-25. The first dues statement for FY2026-27 will not be emailed until late June.
- Because we do not know how much the NHMA replacement will cost, I believe we should plan to increase dues to \$40 for FY2027-28.

- Similarly, because we do not know the cost of the Audio-Visual for the Conference, I believe we need to increase conference registration fees for the 2027 Conference from \$75 to \$80 for members, and from \$90 to \$100 for nonmembers.
- Sent reminder to Scholarship recipients to register for NHLTA Conference. Nine have registered; five have not.
- Sent emails to those who failed to pay the registration fee for the Conference when they registered. At present there is only one unpaid registration fee.
- Wild Apricot reports 1003 Active members. 10 of those are trustees from Chichester and Maxfield who have not yet paid dues for 2025-26. Two are lifetime members (free). That leaves 991 Active members in Wild Apricot, for a difference of 5. I have no explanation for the difference.
- The storage unit rates continue to increase. Our current space (5 feet by 8 feet) will cost \$111 per month after May 2026. I looked at very small units (5 feet by 5 feet) in three storage locations. There is room for one filing cabinet and our current shelving in these small units. We currently have one shelving unit and two filing cabinets. One filing cabinet is empty. Two of the four drawers in the second filing cabinet are empty. I don't think we need two filing cabinets. The storage facility I recommend is Bluebird Storage in Hooksett, near the Hooksett Public Library. A small unit would cost \$54 per month, with 50% off for the first four months. They offer free pickup service and 365-day guaranteed no increase. These are climate controlled, indoor storage, very clean.

There was a discussion on the 2026-2027 budget to be approved at the annual business meeting at the conference in May. Jeanne assumed the increase in dues and conference fees for 2027 and the reduction in the amount of scholarship money that will be available due to lower interest rates. There was a question about the NH Center for Non-Profits and how NHLTA benefits from the association. More research is required before a vote can be taken. Jeanne left the award amount at \$900 for the next year, assuming more awards will be given out than were given out in the past year. The administrative fees are unknown at this point as a new company has not been selected - she assumed the past year's NHMA cost in the budget. She then moved to approve the proposed 2026-2027 budget. Sue seconded; all were in favor with none opposed. PASSED.

Jeanne continued with the treasurer's report. There was \$450 in donations made by conference attendees. The 2% credit card cash back is included and will be significantly more after the conference bill is paid. There is a projection that conference income will be more than expenses this year, due to Janet's prowess in finding sponsors and exhibitors. The email date for sending the first invoice for the 2026-27 fiscal year has been moved back so all dues income will show up in the correct fiscal year. There was a short discussion on raising the membership dues, to be approved at the conference business meeting. Rachel suggested the dues be raised as everything is more costly. Notification for the increase will be sent out at least 15 business days prior to the conference. Members will be notified by an email blast. Jeanne made the motion to approve raising the membership dues from \$35 to \$40 for the 2027-2028 fiscal year. Sue seconded; all were in favor with none opposed. PASSED. Jeanne also felt the conference cost should be increased but this can be discussed at a later date. Jeanne then made a motion to accept the treasurer's report; Tammy seconded. All were in favor with none opposed. PASSED.

Discussion continued on changing the storage unit to a nicer, smaller and less expensive unit. Bluebird Storage in Hooksett will be the new location for items in storage. A filing cabinet and rolling cart will be donated. The code is electronic and the rental fee will be half price for the first 4 months. All agreed to move to the new storage facility. It was also agreed that Cathy, Connie and Katrinka will go to the State Library after the conference stuffing party on May 26 and look through the filing cabinet to see what is in there.

State Library: Mindy began by noting security cameras were being installed at the state library and all staff were training on their use today. There are new processes and procedures with the new interim commissioner - her speaking engagements must be approved (since she was asked to speak at the conference last July, she will still be the keynote). State library staff had a meeting with the commissioner to educate him on the processes and procedures; there are no plans to change operations, at this point. She was working on a document composed of feedback from libraries in the state to present to the commissioner. Also included is why a MLS degree is important for state library staff. Connie asked if the interim commissioner would be appointed to the position full time. Mindy responded that

Commissioner Stewart's term expired June 2 so it wasn't sensible to appoint someone for such a short period. She had no knowledge of any recruitment elsewhere for the position.

NHLA: Rachel reported new officers were in their positions: Denise Van Zanten - president; Sheryl Bass, VP; Heather Rainier - treasurer, who is tasked with shoring up their financial policies. They are also getting serious with accepting credit card payments. Becky White, of Plymouth, is the new legislative chair and noted that 2026 isn't as busy as 2025 was.

NHLA is not having a spring conference and they changed their bylaws to allow for a biennial budget, since the conference is every other year. She is looking forward to the NHLTA conference as it is one of the best in the state. Jeanne asked if the email was sent to all directors asking for new board members from their trustee pools; Connie said the email did go out. Marcia replied she has not heard from anyone. All need to work on getting new recruits at the conference.

COMMITTEE REPORTS:

Annual Conference: Cathy noted the conference committee meets every Friday morning and RFS's have gone out for a new conference location. She noted the State Library didn't have the facilities for the conference.

Tammy said there were 119 people registered for the conference - the registration closes May 8. Board members are needed for the stuffing party on May 26 and drivers are needed to transport the packets to the hotel by 7am on May 27. Ann, Jeanne, Marcia, Tammy and Janet will volunteer. A reminder will be sent out. Jeanne noted that a lunch order email will be sent out prior to the stuffing party to save money. Sue will make cookies and water will be provided.

Communications: Connie noted there will be a gathering in Center Harbor; registration will open April 28, a reminder will be sent on May 21 and registration will close on June 18. Ann will host and Katrinka will facilitate.

Katrinka noted a survey result was that people wanted to know what other libraries are doing - that subject was included in the recent newsletter. Connie noted the updated trustee manual was normally sent out to libraries via ILL van. Marcia will check to see if it's still available. Katrinka noted there was a major overhaul of the manual in 2021 so this revision (done every 5 years) shouldn't be that intensive. All comments and corrections should be sent to her.

Legislation: Renee was absent but Rachel said she was well spoken at the hearings in Concord.

Governance: Kathy reported all board members up for renewal agreed to reup for another 2 years. Marcia, Jeanne, Cathy, Connie and Renee were 2026's list. Katrinka made the motion to accept the list and present it at the annual business meeting for membership approval. Marcia seconded. All were in favor with none opposed. PASSED.

Old Business: Annual Awards: Marcia noted 62% of survey respondents preferred a cash donation versus a plaque. She noted the cost of plaques goes up every year. She felt a certificate designed by someone and framed would be less costly. This will be discussed at the next meeting. Katrinka noted the annual award announcement is going out later this month with a due date in July.

New Business: None.

Meeting Adjourned: Marcia made the motion to adjourn; Sue seconded. All in favor. PASSED - 10:44 am.

Next meeting: Next meeting **May 6 , 2026**, at **9:00!** am **via ZOOM.**

Respectfully submitted, Kathryn Parenti