NHLA 2015 Annual Reports

Officers’ Reports

President’s Report

This year, I have had the pleasure to preside over a healthy and vibrant organization, over 500 members strong. NH is always well represented at the NELA conference, and this year, in our home state, we’re really out in force. Collaboration has been a key aspect of this past year, and I believe will be a focus in the coming year. NHLA works with NELA, NHLTA and the NH State Library to provide the strongest set of services to our members. Standout examples of that collaboration this year included this, a joint NELA-NHLA conference and a one-year trial of an “extended membership” to enable NH librarians to join both NHLA and NELA for a reduced cost.

This year we have continued to strengthen our relationship with NHLTA. Some of our members attended their conference in the spring, and I know that I’ve seen some of their members here today. We continue to have NHLA represented at NHLTA meetings and vice versa, confirming our commitment to work with our Trustees to improve the state of libraries in NH.

This was our first full year using Wild Apricot software to manage our membership rather than outsourcing our association management as we’ve done in the past. I’d like to extend my heartiest thanks to Linda Taggart for working through the kinks to get that running smoothly. Also thanks to Cara Barlow who has continued to improve our financial practices and, to that end, put together a procedures booklet and training this year.

A source of pride for our association is the culmination of the Paralibrarian Section’s first full year. That group has worked hard to build membership, draft policies, and has even begun certifying qualified candidates.

NHLA, via our sections, has sponsored several high quality educational programs this past year including “Internet Privacy for Library Patrons”, READS roundtable discussions, the annual CHILIS conference to showcase summer reading, and more. Thanks to all who have made those possible so that our members can continue to grow and develop as professionals.

I was out on leave for 3 months this year and want to wholeheartedly thank incoming President Jenn Hosking for jumping in with both feet to handle any issues during my absence. Thank you

Finally, thanks to all of you, our NHLA members, who use your energy, enthusiasm and talents to make NH libraries among the best in the nation.

Respectfully submitted,
Amy Lapointe

Vice President’s Report

One of the main responsibilities of the Vice President is to plan the NHLA fall business meeting. This year, the business meeting will be held during the joint NHLA/NELA conference held October 25-27, 2015 at the Radisson Hotel in Manchester, NH. This meeting will highlight NHLA’s accomplishments over the past year as well as introduce the association’s officers for 2016.

As a NHLA officer, I also served on the general conference committee for this conference.

In addition, I provided coverage for the President’s position while she was on maternity leave.

Respectfully submitted,
Jenn Hosking

Treasurer’s Report

It’s been a pleasure working with the NHLA Board and members this year. FY15 accomplishments include:

- Implementing joint membership registration with NELA
  - This experiment was very successful! We offered NHLA members NELA membership at a discounted rate. Individuals could register for both memberships at the same time.
  - We sent $3,965 in membership dues to NELA in FY15
  - FY15 NHLA general membership dues income increased by 7%.

- Exploring ways to use Paypal that benefit NHLA and its members.
  - In FY15 we used the NHLA Paypal account to:
    - Invoice and receive payment from conference vendors
    - Accept Winchell loan payments
    - Accept membership payments

- Holding a NHLA Treasurer Training for new section treasurers.
In November 2014 I offered two NHLA treasurer training sessions for current and incoming section treasurers, conference managers, and anyone else who might be handling section monies or payment requests. Seven individuals attended the trainings.

- Budget closing with a profit
  - The FY15 budget closed with a profit of $1,831.96.

**FY2016 Budget**

Please find attached the FY16 budget as approved by the NHLA Board.

If you look at **FY16 Restricted Income** and **FY16 Restricted Expenses**, you’ll notice that I didn’t include Winchell Loan Income.

The Winchell Loan fund is a revolving fund, meaning that it is replenished by individuals repaying their loans. The expectation is that the loan recipient will repay the loan within five years of receiving it, but there is no set schedule other than that. Because of the uncertainty of what repayment money NHLA will receive each year, I haven’t included it in the income side of the budget. As of June 30, 2015 the Winchell Loan account held $19,998.55 so there is a cushion that enables NHLA to proceed in this fashion.

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Also if you look at **line 1226 MacDonald Fund** in **Restricted Income** you’ll see that it is considerably higher than in previous years.

The MacDonald fund is one of the Association’s trust funds held by the NH Charitable Foundation and is to be used for continuing education. Historically line 1226 is budgeted $2,300 which is the annual income earned by the trust fund. For some years that full amount was not expended and instead was banked. Now that account has a substantial balance ($23,854.77 as of June 30, 2015) for restricted monies.

In light of this, for FY16 the NHLA board increased line 1226 to $5,700 to support the August 2015 New England Library Leadership Symposium (NELLS).

NELLS is held every two years, is organized by NELA and is for librarians in the first ten years of their professional life. In the past, NHLA has paid $2,000 to the symposium and four selected participants from New Hampshire each paid $500 to attend.

For the FY16 budget, the board approved increasing the amount NHLA contributes to NELLS from $2,000 to $3,400. This means that the NH participant contribution was lowered to $150/person, which is more reasonable for librarians in the early stages of their profession, who may be paying off school loans and/or working in small libraries.
If you compare the **FY16 Total Unrestricted Income** to the **FY16 Unrestricted Expenses**, you’ll see that it is estimated that NHLA will expend $475 more in FY16 than the Association brings in.

I was conservative when estimating the Association’s income, so it is entirely possible that NHLA will end FY16 either breaking even or making a small profit.

Respectfully submitted,
*Cara Barlow*

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**FY16 NHLA BUDGET**
*approved by NHLA Board April 2015*

<table>
<thead>
<tr>
<th>LINE ITEMS</th>
<th>FY14 Actual</th>
<th>FY15 Actual</th>
<th>FY16 Approved Budget</th>
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</thead>
<tbody>
<tr>
<td><strong>Income - Restricted</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1224 - Norris Scholarship</td>
<td>$2,061.96</td>
<td>$4,000.00</td>
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<tr>
<td>1226 - MacDonald</td>
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<td>4011 - NHLA Spring Conference</td>
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<td>4021 - NHLA Fall Conference</td>
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<td>$26,792.62</td>
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*This item was adjusted up $3400 for the cost of August 2015 NELLS, which will be paid out of the FY16 budget*

*conservative estimate of dues income*
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<tr>
<th>Description</th>
<th>Restricted</th>
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Total Expenses

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<tr>
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<tbody>
<tr>
<td>ALA Councilor Report</td>
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This past year I attended 2015 ALA Midwinter in Chicago in January and 2015 ALA Annual in San Francisco in June. One had much better weather than the other! My full reports from both conferences are available on the NHLA website at:

I continue to serve on the ALA Council Orientation Committee and have enjoyed greeting new councilors and assisting them in learning the ropes. Council sessions and expectations can be complex. It’s not unusual for councilors to attend the orientation sessions more than once.

The annual State of the Chapter report for NH was sent to ALA in September.

Respectfully Submitted,

Amy Lappin

Section Reports

CHILIS

1. CHILIS first big event for 2015 was our spring conference, focusing on summer reading. This year, Kate Dicamillo was our Summer Reading Partner. She provided a short comic book, Videos, PSA’s and posters that were all available on the CSLP website. At the conference, we had record attendance at 175 people. Our programs included presentations on Graphic Novels, Storytimes and the Kids, Books, and the Arts Showcase. A highlight was Kathy Watson from Kimball Library who won Children’s Librarian of the Year.

2. In the spring, we also updated our website with a “New Members” tab. Here, new and existing members can find information on CHILIS membership.

3. Over the past year, CHILIS has added a component, “Books-on-the-Move” to our resources on the website and to NHU-PAC. These are boxes of at least 10 copies of juvenile or YA books in public libraries that may be lent out for book clubs.

4. CHILIS has also started a new initiative, NH 1,000 Books Before Kindergarten for parents of young ones. Resources are available on our website that are customizable to your library. Canvas bags with logos have been ordered by libraries at a one-time discount.
5. The Great Stone Face Book Award went to Escape from Mr. Lemoncello’s Library by Chris Grabenstein.

6. Ann Hoey and Tara McKenzie represented CHILIS at the Collaborative Summer Learning Program (CSLP) annual meeting held in Newport, RI. CSLP voted on upcoming themes for summer reading. For the first time in history, for 2017 a common slogan was chosen for children, teens and adults:
   a. 2017: Build a Better World
   b. 2018: General Theme of Music (no slogans yet)

7. The Collaborative Summer Reading Program (CSLP) is heightening its profile and as a result hired its first executive director, Sherry Siclair. She will do fundraising, partnerships, take on work that was done by volunteers and most importantly be the face of CSLP.

8. The CHILIS March 2016 Conference will be on March 17, 2016.

9. CHILIS currently has 195 members and is growing!

10. CHILIS has the following openings it is looking to fill today with the connecting candidates
    (Current president will be Kristen Paradise)
    (Past President will be Tara McKenzie)
    a. VP/President/Past President a. Liz Gotauco
    b. Treasure b. Judy Russell
    c. Secretary c. Nicole Giroux
    d. Fundraising Chair d. Nina Sargent will help
    e. Conference Co-Chair e. Kristen Readel

11. CHILIS Summer Reading Manuals will be ready at the Children’s Review November 2-6 at the Concord State Library, or on the van.

12. We appreciate the time NHLA-NELA has given us during their conference today. In lieu of a fall conference, CHILIS has encouraged its members to attend the NHLA conference this week.

Respectfully submitted,
Tara McKenzie

READS

READS has learned a lot from NH librarians this year about what types of programs and learning opportunities are most valuable.
**Roundtables**

In the spring, we hosted three roundtable sessions. The topic was, the *Community Driven Library, Understanding the Community you Serve*. Roundtables are hosted by co-ops and are rotated around the state in an effort to provide access to as many people as possible. This year, it was the North Country’s turn to host roundtable sessions. The Scrooge-Marley co-op, L.U.V. co-op, and Carroll County co-op hosted. After receiving feedback from our membership, we scheduled a fourth roundtable hosted by the Merri-Hill-Rock co-op at Hooksett Public Library. Going forward, we will continue to rotate roundtables around the state, but we will always schedule one session in the southern part of the state where it is most convenient for a large part of our membership—so thank you for the feedback!

We also heard that printable handouts and a dedicated speaker are the preferred format, rather than open discussion guided by a moderator.

**Reads-To-Go**

Reads-to-Go added their 150th title this year! Thank you to this committee for all their hard work.

Exciting titles like, *The Boys in the Boat* by Daniel James Brown, and *Etta and Otto and Russell and James* by Emma Hooper are among the newest acquisitions.

This year we heard from NH Librarians that they would like an easier way to see what kits are available without having to call individual libraries. We are working with Kit Keeper to facilitate this type of access. It is a big project. It involves a lot of data entry and we have had some issues with the back-end set-up. We are looking for a volunteer to assist in managing this project and helping us improve this process.

**Elections**

Nancy Smith Miner from Durham Public Library is our incoming Vice-President/President-Elect. Kersten Matera from Nashua Public Library is our incoming the Secretary.

Open Position: Membership

Submitted by,
*Corinne Chronopoulos*

**YALS**

The YALS officers for 2014-2015 were:
President: Barb Ballou, New Boston
Vice President: Gail Zachariah, Keene
Treasurer: Donna Hynes, Rochester
Secretary: Liz Gotauco, Merrimack
Past President: Sylvie Brikiatis, Windham

The YALS officers for 2015/2016 are:

President: Gail Zachariah
Vice-President:
Treasurer: Donna Hynes
Secretary:

Incoming officers will be determined at the November YALS meeting.

There are two book awards chosen by young adults in NH:

The Isinglass Award for middle school readers and the Flume Award for high school readers. The 2015 Isinglass Award went to Prisoner B-3087 by Alan Kratz. The 2015 Spring Flume Award went to Eleanor & Park by Rainbow Rowell.

The Flume Award Nomination/Voting/ schedule was updated beginning summer of 2015. In 2015, there will be a Spring winner and a Fall winner. The Fall winner will be announced at the Meet and Greet session hosted by YALS and the Advocacy committee at the NELA/NHLA joint Conference, October 25 - 27. 2015 will be the only year with two Flume voting periods as we transition to a new timeline.

The Young Adult summer reading theme from the Collaborative Summer Library Program was “Unmask.”

There were 94 members of YALS as of October.

Instead of a Fall conference this year, we held a Spring Conference on May 7th @ Plaistow Public Library. Highlights included:
- Cool Technology for Readers” presented by Nancy Keane, Library Media Specialist at Rundlett Middle School
- Flume Booktalks presented by Kirsten Corbett, Director of Sandown Public Library and Lisa Houde, Youth Services Director at Rye Public Library
- “Grant Funding Tips” presented by Ellen Koenig of Full Circle Consulting

Our Luncheon speaker was Nancy Werlin, author of nine YA novels.

Submitted by:
Barbara Ballou
Paralibrarian

Our first official year as an official NHLA section has been full of, well, firsts!

Our thanks go to the NHLA Education Committee, who co-sponsored the three spring classes we offered this year. Thanks to some able volunteers, we were also able to offer four classes this fall. Subjects ranged from administration and management to children’s collection development to cataloging and programming. These classes and their teachers help us provide active support for those pursuing Paralibrarian Certification as well as the larger NH library community.

We would also like to say thank you to Ricky Sirios, formerly of Griffin Free Library in Auburn, who resigned as vice president this summer to take a position in Massachusetts. Our 2015 election selected Edmund Lowe of the Nashua Public Library to fill the vice-presidential/president-elect slot for 2014-2015.

The Paralibrarian Certification guidelines were made available in January. This program was modeled on the one developed by the PARAlibrarian section of the Massachusetts Library Association. There are four levels of certification possible. Each candidate collects a personal portfolio, with demonstrated education, experience, and expertise in as many as six categories of library service. We are pleased to announce that three candidates have been awarded Paralibrarian Certification Level II:

Lee Ann Chase of Hooksett Public Library
Julie Spokane of Brookline Public Library
Marcia Strykowski of Hampstead Public Library

Over the past year, the section officers have made themselves available to library co-ops and other library gatherings to promote and explain the Certification guidelines. We have been pleased with the level of support fellow librarians have offered, as well as the intelligent questions which have made the program that much stronger. Looking forward to 2016, the section hopes to continue offering workshops in support of the Certification program and to see many more NH library employees pursuing Certification.

Submitted by

Eileen Gilbert

Committee Reports
Advocacy

Description of Committee:
The Advocacy Committee promotes New Hampshire libraries to the public and serves as a resource for advocacy information for New Hampshire library staff.

The Advocacy Committee:
- Promotes advocacy education to membership and NH librarians, as well as providing public relations to the general public.
- Maintains an active social media presence (such as Facebook, Twitter).
- Works with the web coordinators to make NHLA’s website an information hub to NH librarians and to the outside world.
- Produces statewide promotional materials promoting NH libraries.
- Serves as a resource for advocacy information.

The Advocacy Committee also represents NHLA at the NH Municipal Association’s annual conference.

Current active committee members:

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<thead>
<tr>
<th>Name</th>
<th>Library</th>
</tr>
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<tbody>
<tr>
<td>Sandy Holz</td>
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<tr>
<td>Charlie Matthews</td>
<td>Rodgers Memorial Library, Hudson</td>
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<td>Laura Clerkin</td>
<td>Bethlehem Public Library</td>
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<tr>
<td>Mary Cronin, Chair</td>
<td>Cook Memorial Library</td>
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<tr>
<td>Bobbi Slossar</td>
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<td>Gail Zacariah</td>
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<td>Bernie Prochnik</td>
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<td>Jessica Drouin</td>
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<tr>
<td>Matthew Gunby</td>
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<td>Christine Friese</td>
<td>Portsmouth Public Library</td>
</tr>
<tr>
<td>Emily Weiss</td>
<td>Bedford Public Library</td>
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</table>

Committee Activity:
This committee met five times since last October.

NH Municipal Association Conference: Advocacy Committee coordinated and staffed an exhibit booth at NHMA’s conference in November 2014. At this two-day event, we spoke with a number of municipal employees, elected officials (including library Trustees), promoting
libraries and library services available in New Hampshire. We all wore “Ask me - I’m a librarian”
buttons which got a lot of attention. We collected photos of people using their libraries from
librarians across the state, and put together a slideshow “NH Libraries Connect Communities”
which was shown at the booth.

NH Library Trustees Association Conference: Advocacy Committee and Paralibrarian Section
cooperated to coordinate and staff an exhibit table at the NHLTA conference in May 2015. We
created handouts promoting NHLA membership, sold “Ask Me, I’m a Librarian” buttons, and
talked to a number of Trustees about the benefits of NHLA membership for all staff members.

NELA Conference Icebreaker Event: Advocacy Committee and YALS cooperated to plan the
Sunday pre-banquet icebreaker event at NELA/NHLA joint conference in October 2015. Advocacy
Committee found sponsorships for cost of food for event, and also solicited prize
donations for a drawing for event attendees. Plans are to offer a simple book-related
icebreaker game along with the drawing and YALS’ announcement of Flume book prize winner.

Librarians After-Hours Meet-ups: After several discussions about logistics and how best to make
these types of events work in NH, Advocacy Committee decided to go ahead and plan one, with
the idea that we may have to try this idea a few ways/times before it catches on. The first
meetup will be held in Portsmouth on Saturday, November 7 in the late afternoon or early
evening (4-5 pm). This event will be promoted at NHLA/NELA conference. Please join us.

Social Media and NHLA website: Several Advocacy Committee members are able to post to
NHLA’s Facebook page (which feeds the NHLA Twitter feed), and have made regular posts to
share news relevant to library advocacy. Mary Cronin updated the NHLA website’s Advocacy
Toolkit page http://nhlibrarians.org/advocacy-toolkit/.

Respectfully submitted,
Mary Cronin

Scholarship

The New Hampshire Library Association supports graduate education for members through two
programs.

F. Mabel Winchell Loan Fund
$1,500 interest-free loan to be repaid within 5 years
Funded through lifelong memberships to NHLA
Applicant must be a resident of New Hampshire or currently employed by a NH library,
enrolled in an ALA accredited school of Library or Information Science, and a member of
NHLA.
**Rosalie Norris Scholarship**

$1,000 outright grant

Funded through a bequest to NHLA from Rosalie Norris

Applicant must be a resident of New Hampshire or currently employed by a NH library, enrolled in an ALA accredited school of Library or Information Science, and a member of NHLA.

Scholarship Committee Members:

Brittney Buckland
Carlos Pearman
Brittany Tuttle
Sophie Smith
Tom Ladd
Sarah Leonardi

In 2015, the Scholarship Committee received seven Rosalie Norris Scholarship applications and four F. Mabel Winchell Loan applications. At the time of this report, the Committee had not yet made award decisions for the September awards. In April, the committee voted to grant the following awards:

A Rosalie Norris Scholarship in the amount of $1000 to:

1. Kathleen Hall. Kathleen is employed at the Hampton Lane Memorial Library as a Public Services Assistant and is studying through Valdosta State University.

A F. Mabel Winchell loan in the amount of $1500 to:

1. Aimee Lockhardt. Aimee is a Library Assistant at Dover Public Library and is studying through Syracuse University.
2. Victoria Sandin. Victoria is a Circulation Assistant at the Rodgers Memorial Library in Hudson and is studying at Simmons.

At the April 14, 2015 NHLA Board meeting, the Scholarship committee proposed that the organization accept PayPal for repayments of Winchell loans and that the loan recipient pays the handling fees. Recipients must pay a minimum of $100 for each payment. The Board voted to accept this proposal.

Respectfully submitted,

Sarah Leonardi
**Bylaws**

The changes recommended by the By-Laws committee were approved by NHLA membership at the November business meeting. No further changes to the NHLA by-laws were proposed or requested during 2015.

Respectfully submitted,

*Eric Stern and Carlos Pearman*

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**Continuing Education**


Two mini-money grants from the Adam & Jane MacDonald Fund have been awarded by the Continuing Education Committee in 2015. The $200 grants supported applicants’ attendance at the following programs:


On May 5, 2015, the Continuing Education Committee sponsored a Library Management Workshop at the Pease Public Library in Plymouth. The program was presented by Mary H. White, director of the Howe Library in Hanover. Topics included budgets, governance/trustees, personnel and library buildings.

Another Library Management class with Mary White is planned for Spring 2016. Date and location will be announced at a later date.

Submitted by:

*Barbara Prince*
**Intellectual Freedom**

Key developments this past year:
During the last year, I kept the NHLA Board and membership abreast of national developments. I was contacted by three libraries for advice issues related to intellectual freedom. During the year, I shared posts and engaged in discussions on the NHAIS listserv regarding internet filters, CIPA, and privacy. I maintained contact with the ALA Office for Intellectual Freedom and promoted Banned Books Week, Choose Privacy Week, and ALA learning opportunities such as the webinar “Advocating for Intellectual Freedom: Beyond "Banned Books Week."
Fourteen NHLA members have volunteered to be a part of the Intellectual Freedom and Committee. In the next few months, we will develop a toolkit for training new employees in intellectual freedom practices.

Respectfully submitted,

*Gail Zachariah*

**Membership**

As of October 23, 2015, NHLA had 641 members. Of these, 52 are Life Members, and 87 are new members.

This year, we worked with NELA to pilot an “extended membership”, whereby NHLA members could add on a NELA membership for only $20 ($15 for students). Of our active members, 216 opted for this extended membership.

We also transitioned from our old association management firm to an online membership management software called Wild Apricot. This has reduced our costs and given us more direct access to our membership list. Membership for the 2016 calendar year will be managed online via the Wild Apricot site, nhla38.wildapricot.org. Members will be able to renew directly on the site and pay online, or print out their invoices and pay by check.

With the addition of the new Paralibrarians section and the extended membership with NELA, NHLA continues to look for ways to offer more professional development opportunities to all of our members. NHLA membership also offers networking, scholarships, library advocacy and outreach, and so much more. The 2016 membership year will be open soon, and we look forward to welcoming returning and new members alike.

Respectfully submitted,

*Linda Taggart*