



New Hampshire Library Association Executive Board Meeting
Virtual via ZOOM
April 13, 2021, 2:00-4:00pm

Call to order at 2:05 PM

Members present: Yvette Couser, Denise van Zanten, Mindy Atwood, Kim Gabert, Steve Butzel, Amy Lappin, Lori Fisher, Amber Coughlin, Mat Bose, Kersten Matera, Alex Graves, Heather Rainier, Randy Brough, Deb Hoadley, Leigh Ann Hamel, Carlos Pearman, Brittany Overton, Angela Brown, Conrad Moses, Melissa Hutson, Scott Campbell, and Lisa Jose

Excused absence: Mark Glisson, Eric Stern, Cyndi Burnham, Pam Smith, Jessica DeLangie, Michael York, Marina Buckler, Becca Berizen

Linda Pilla arrived at 3 PM.

Motion to approve amended agenda moved by Lori, seconded by Amy. Passed unanimously.

Motion to approve the February 2021 Executive Board minutes made by Denise and seconded by Deb. Motion passed with Mo abstaining as she was not present.

Note: voting members were polled individually for all votes.

[President's Report](#)

Yvette reviewed the items found in her submitted written report.

[Vice President's Report](#)

Denise stated that she is keeping track of agenda items for the 2021 Fall Business Meeting agenda and will review the items with Amy. She is also still considering a variety of conference topics, themes and format for the conference and welcomes any suggestions.

[Past President's Report](#)

Amy reviewed the items found in her submitted report and stated that in addition to the committee's suggestions for NHLA officers, a letter will be sent to the full membership that will notify NHLA members about the board positions that will be available in 2022 so that members may self-nominate.

Amy also elaborated on the requirements for nominating an individual for the Ann Geisel Award and shared that a letter of nomination and two letters of support are required.

[Treasurer's Report](#)



Kim reported that all new signers on the bank accounts have been added and one signer has been removed. Kudos to the NHSL Van Service for safely delivering the checks to Steve who will now write the NHLA checks.

As of March 31, net operating income is approximately \$10,000 with \$5,000 in outstanding expenses.

Kim also highlighted that there is \$18,720 available for expenditure from the MacDonald Fund line. These funds are intended for use in the education of librarians.

State Library Report

Lori reported that the State Library is preparing to receive \$2.297 million in IMLS funding. This will be distributed through a sub-grant process and libraries may receive an initial formulaic amount.

The State library continues to track the progress of bills that were not marked “inexpedient to legislate” during the NH House of Representatives “super session” last week.

Lori also reported that the meeting with US Representative Pappas will be held tomorrow. And the meeting with US Representative Kuster will be on Tuesday, April 20 at 2 PM. New Hampshire librarians will participate in both calls.

Yvette will be sending a letter to Senator Hassan encouraging her to become a co-sponsor of the Build America’s Libraries Act.

Section and Committee Reports

In addition to their written reports, the following sections and committees had the following information to report.

- Advocacy/Legislative

Randy reported that HB 111 was voted down on Friday. HB 544 was added to HB2 (the budget trailer bill) and passed. He is confident that the Senate will likely not include this in their version of the budget bill. Randy praised the work of the EDI committee which sent a letter in opposition of HB 544 to all members of the New Hampshire House of Representative. He encourages EDI to consider sending a similar letter to the 24 State Senators.

- Sustainability

The new Sustainability Task Force chair, Brittany Overton, gave a slideshow presentation about the definitions of sustainability. The mission of the NHLA Sustainability Task Force is that it, “[P]rovides resources and opportunities to New Hampshire Library Association members that educate and support initiatives related to sustainability in libraries.

Brittany summarized the possible pillars of sustainability in which libraries could work and highlighted some additional cross-pillar opportunities. A timeline from April 2021 to April 2022 was



shared and the first job before the task force will be to form a committee of nine members. Next steps will include a survey of New Hampshire librarians and a prioritization of projects.

- Technical Services ad hoc Committee

Angela reiterated from her report that after a lengthy discussion, the members of the committee support moving forward with becoming a standing committee.

Amy explained that this will require a by-laws change that the membership will vote on at the November business meeting.

Denise reminded us that so far the membership will be asked to vote on making the Sustainability Task Force, the Equity, Diversity and Inclusion Committee and the Technical Services *ad hoc* committee standing NHLA committees.

- READS

Kersten Matera reminded the Executive Board about the READS Award of Excellence, the READS repository and the programming database.

Lori suggested publicizing these items on the NHAIS list serve.

Mat shared that ITS is also promoting the READS repository.

Mo suggested sharing these items on the Librarians of the 603 Facebook page.

- ITS

Mat shared that the presentation by Rebecca Bushby at the quarterly ITS Quarterly Meeting will be recorded for those who can't make it.

Old Business

- MacDonald Fund

Amber reported that after speaking with the New Hampshire Charitable Foundation (NHCF), she can confirm that the MacDonald Fund was established in 1994 for the purpose of training librarians. NHCF administers the fund and utilizes NHLA to fulfill the intent of the fund.

- NELA

Amber also reported on the Emerging Leaders Cohort through NELA which will consist of a series of expert guest speakers from a variety of states. Applications will be received and a cohort made up of 4-5 people from each New England state will be selected. The Emerging Leaders Cohort through NELA is requesting \$500 from NHLA.



Lori made a motion to support the Emerging Leaders Cohort through NELA with \$500 from the MacDonald Fund. Kim seconded.

The motion passed with 17 yes votes and one abstention.

- Strategic Planning

Lori reported that the officer's strategic planning subcommittee of herself, Amber and Mindy have committed to being able to share a draft of the process needed to create a 2-year strategic plan with the intent for the Executive Board to vote on the plan by February 2022.

The subcommittee is recommending a 2-year plan due to the VP/President-Elect-President-Past President cycle. This will allow for the incoming president to have some structure to start within and allow for continuity.

The subcommittee will look for approval of the process from the Executive Board at the June meeting at which point an Executive Board strategic planning subcommittee will be discussed.

Kim asked if the plan would include a redesign of the NHLA logo and what the budgetary impact of that might be. Lori replied that she has also been asked about rewriting the NHLA mission statement and that the currently stated goal is to formalize what NHLA is already doing but that a logo redesign could end up being discussed as a part of the 2023 FY budget.

Amber shared that NHLA has never had a strategic plan and that the hope is to provide a foundation for future strategic planning. Lori further stated that the intent is for the plan to be usable.

New Business

Randy shared that as the 1994 NHLA President, he can confirm that the NHCF charged NHLA with expenditure of the interest from the MacDonald Fund and that NHLA in turn, charged the Continuing Education Committee with utilizing the funds for their intended purpose.

Kim asked Linda to confirm a membership income of \$0 and an expense line of \$2,000 in the FY22 proposal for the Membership budget. Linda confirmed.

Linda mentioned that the slight drop in NHLA membership is probably due to a lack of events that prompt people to renew.

Deb made a motion to adjourn. Amber seconded and the meeting was adjourned at 3:26 PM.

Respectfully submitted,
Mindy Atwood, NHLA Secretary



NHLA President's Report – April Executive Board Meeting

Yvette Couser

Follow up from February's meeting:

- Reviewed draft minutes from 2/9 meeting and returned them to Mindy.
- Followed up via email with Ben Amsden (NH Charitable Foundation), Jeremy Johannesen (NYLA Sustainability) and Martha Masden (NH Civics) to send them their NHLA Board contacts as determined at the 2/9 meeting. I also sent the appropriate contact information to John Lock and Brittany Overton.
- I reached out to Primex to find out if they will be able to assist with NHLA's Strategic Plan. Toni will get back to me.

Activities in regular time:

- Attending the EDI Committee meetings on 2.17, 3.3, and 3.31
- Participated in the NE State Association Presidents' Zoom call on 2.26; in the future these will be quarterly check-ins. Most recent call was 4.5; two discussions of note at the April call: should NELA or should/have your individual State Associations post a letter against AAPI Racism and attacks; discussion of Racial Equity 21-day challenge (UNH is currently running one) – I will share these two last points with the EDI Committee at our meeting on 4.14 for guidance.
- Facilitated NHLA Officer's meeting 3.9; emailing additional new chair of CLNH.

NHLA Vice President Report April 2021

Submitted by Denise van Zanten, NHLA Vice President

- Attended the NHLTA meeting on March 3rd where they discussed the following:
 - Spring Conference is being finalized. Lara Berry is the chair.
 - Discussed HB544 with them and sent them info.
 - They discussed providing information about budgeting to the membership
 - Working on updating the Trustee Manual
 - Will work on their annual budget at their April meeting so it will be ready for the Annual meeting in May.
 - Rural Libraries issue- need for more programming for them?
 - Expanding their Finance Committee
 - Discussed some of their investment accounts- similar to the discussions we've been having!
 - Still seeking new Trustees to serve on the board
 - New Trustee Orientations scheduled for April 24th and June 7th.
 - Will attend their next Meeting on April 7th.
- Completed paperwork for Treasurer.
- Beginning to review topic ideas for the Fall conference, virtual versus live and possible venue options.

Report of the Immediate Past President



April 2021

The 2021 NHLA nominating and awards committee met on April 6. The committee is composed of Lisa Jose (Manchester City Library), Julia Lanter (Exeter Public Library), Heather Rainier (Hooksett Public Library), and myself (Lebanon Public Libraries). The following positions are open: Secretary, President-Elect, NELA Representative, and ALA Chapter Councilor. If elected, Lori Fisher is willing to serve another term as ALA Chapter Councilor and [Amber Coughlin](#) is equally willing to serve another term as the NELA Representative.

I will be sending an email to the NHLA membership on April 19 to solicit board nominations. A letter to get people thinking about Geisel Award nominations will be emailed to members on April 26.

The deadline for nominations for the board positions is July 31. The deadline for nominations for the Geisel Award is July 1, 2021.

Ballots for the open officer positions will be sent out electronically on Monday, August 23 and voting will close on Friday, September 24 at 5:00 p.m.

The Geisel Award will be announced at the NHLA Fall Business Meeting on Friday, November 5, 2021.

Anyone interested in running for NHLA office can contact any member of the nominating committee for more information.

Respectfully submitted,
Amy Lappin

NHLA Treasurer's Report

April 2021

Kim Gabert, NHLA Treasurer

Financial Report

Please find attached a copy of

- NHLA's March 2021 Profit & Loss Statement
- NHLA's Balance Sheet as of March 31, 2021
- FY21 Income and Expenses as of March 31, 2021

NHLA's total assets as of March 31, 2021 were \$250,941.04.

Below is a listing of cash held by each account as of March 31, 2021.

NHLA checking	\$2,681.24
NHLA savings – non-interest	\$20,055.10
NHLA savings	\$58,313.94
CLNH	\$15,401.34
READS	\$4,977.98



PARALIB	\$6,682.34
ULAC	\$4,510.44
YALS	\$5,690.63
ITS	\$1,625.20
WINCHELL LOAN (revolving fund)	\$20,998.55
NORRIS (scholarship)	\$3,994.25
MACDONALD FUND (continuing ed/professional development)	\$18,720.18

New Hampshire Library Association FY21 Income and Expenses - Unrestricted Funds

	FY21 Budget	FY21 Actual as of 03.31.21
Income		
4011 NHLA Spring Conference Income	\$ 39,700.00	\$ -
4021 NHLA Fall Conference Income	\$ -	\$ 1,425.00
4025 Small Libraries Summit	\$ -	\$ -
4026 EDI Committee Income	\$ -	\$ 140.00
4041 NHLA Dues	\$ 24,500.00	\$ 21,110.00
4048 ALA Student Membership Payables		\$ 147.00
4050 Interest Income		\$ 8.89
4054 Membership Outreach		\$ 35.00
4999 NHLA General Fund	\$ (4,660.00)	\$ -
	\$ -	\$ -
TOTAL INCOME	59,540.00	22,865.89

	FY21 Budget	FY21 Actual as of 03.31.21
Expenses		
6000 Accounting	\$ 7,725.00	\$ 7,005.00
6010 ALA Chapter Membership	\$ 150.00	\$ -
6015 Bank Fees	\$ 30.00	\$ 6.00
6021 NHLA Fall Conference Expense	\$ 3,000.00	\$ 500.00
6030 Insurance	\$ 600.00	\$ 600.00
6040 Legislative Activities	\$ 4,800.00	\$ 3,612.50
6045 Association Management	\$ 1,815.00	\$ -
6050 Miscellaneous Expense	\$ 200.00	\$ 32.00



6054 Membership Outreach	\$ 2,000.00	\$ -
6055 Advocacy	\$ 500.00	\$ -
6056 Nat'l Library Legislative Day	\$ 2,500.00	\$ -
6070 Postage	\$ 50.00	\$ 5.09
6080 Printing and Stationary	\$ -	\$ -
6090 Professional Fees / Dues	\$ 50.00	\$ -
6101 NHLA Spring Conference	\$ 29,495.00	\$ -
6108 Small Libraries Summit	\$ -	\$ -
6110 Supplies	\$ 75.00	\$ -
6120 ALA Councilor Travel & Conference	\$ 4,600.00	\$ 130.00
6195 Geisel Award Expense	\$ 150.00	\$ -
6215 Technology (formerly PayPal fees)	\$ 1,500.00	\$ 661.54
6230 Website design and logo	\$ -	\$ -
6250 Web Hosting Fees	\$ 300.00	\$ 215.76

TOTAL EXPENSES	\$ 59,540.00	\$ 12,767.89
NET OPERATING INCOME	\$ -	\$ 10,098.00



New Hampshire Library Association

Balance Sheet
As of March 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1110 Chkng- 1524	0.00
1120 Unrestricted	0.00
1122 Operating	2,681.24
1124 READS	0.00
1125 Parailibrian	0.00
1126 CHILIS	0.00
1127 IT	0.00
1128 Urban	0.00
1129 YALS	0.00
Total 1120 Unrestricted	2,681.24
1130 Custodial	
1132 Library Archives	0.00
Total 1130 Custodial	0.00
1140 Restricted Funds	
1142 MACDONALD	0.00
1144 NORRIS	0.00
1146 Winchell	0.00
1148 GEISEL	0.00
Total 1140 Restricted Funds	0.00
Total 1110 Chkng- 1524	2,681.24
1200 Svngs -2884	0.00
1210 Unrestricted OPERATING NHLA	17,511.10
1216 URBAN	0.00
Total 1210 Unrestricted OPERATING NHLA	17,511.10
1220 Restricted	
1222 WINCHELL	0.00
1224 NORRIS	0.00
1226 MACDONALD	0.00
1228 Legislative Public Relations	0.00
1229 GEISEL	0.00
1230 Restricted Conference Scholarship Fund	168.00
1231 Conference Legal Education Fund	2,376.00



New Hampshire Library Association

Balance Sheet
As of March 31, 2021

	TOTAL
Total 1220 Restricted	2,544.00
Total 1200 Svngs -2884	20,055.10
1201 Svngs-0380 Unrestricted Operating NHLA	6.13
1201.1 NHLA Operating Funda	58,313.44
1202 Restricted	
1203 WINCHELL	20,998.55
1204 NORRIS	3,994.25
1205 MACDONALD	18,720.18
1206 GEISEL	30.00
1207 Restricted Conference Scholarship Fund	893.00
Total 1202 Restricted	44,635.98
Total 1201 Svngs-0380 Unrestricted Operating NHLA	102,955.55
1250 Svngs-READ-9668	0.00
1255 Unres READS	4,977.98
Total 1250 Svngs-READ-9668	4,977.98
1300 Svngs-URBN-1649	0.00
1310 Unres URBAN	4,510.44
1320 Restricted	
1325 URBAN	0.00
Total 1320 Restricted	0.00
Total 1300 Svngs-URBN-1649	4,510.44
1350 Svngs-PARA-9213	6,682.34
1410 Svngs-CHIL-6937	0.00
1415 Unres CHILIS	15,401.34
Total 1410 Svngs-CHIL-6937	15,401.34
1510 Svngs - YALS - 8502	0.00
1515 Unres YALS	5,690.63
Total 1510 Svngs - YALS - 8502	5,690.63
1610 IT SAVINGS - 8693	
1615 IT SAVINGS UNRESTRICTED	1,625.20
Total 1610 IT SAVINGS - 8693	1,625.20
3900	12,068.00
Total Bank Accounts	\$176,647.82



New Hampshire Library Association

Balance Sheet

As of March 31, 2021

	TOTAL
Accounts Receivable	
1901 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
12000 Undeposited Funds	0.00
1500 Loan Receivable	0.00
1550 Loans receivable - long term po	0.00
Total 1500 Loan Receivable	0.00
1700 Loans receivable - Winchell	0.00
1750 Loans receivable - long-term	0.00
1750.01 Loan rec - ELJ Winch long term	0.00
1750.02 Loan rec - KT Winch long term	0.00
1750.03 Loan rec - AMW Winch long term	1,500.00
1750.04 Loan rec - SEL Winch long term	1,500.00
1750.05 Loan rec - NB Winch long term	3,500.00
1750.06 Loan rec - AP Winch long term	2,000.00
1750.07 Loan rec - EK Winch long term	4,000.00
1750.08 Loan rec - SW Winch long-term	2,000.00
Total 1750 Loans receivable - long-term	14,500.00
Total 1700 Loans receivable - Winchell	14,500.00
1800 Norris Fund Held by NHFC	56,224.22
HRH 6 Prepaid expenses	3,569.00
Total Other Current Assets	\$74,293.22
Total Current Assets	\$250,941.04
TOTAL ASSETS	\$250,941.04



New Hampshire Library Association

Balance Sheet
As of March 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	1,188.00
Total Accounts Payable	\$1,188.00
Other Current Liabilities	
HRH 1 Deferred Dues	11,695.10
Total Other Current Liabilities	\$11,695.10
Total Current Liabilities	\$12,883.10
Total Liabilities	\$12,883.10
Equity	
3000*OE Opening Bal Equity	0.00
3100 Net Assets - Board Designated	62,686.36
3120 Restricted Net Assets	53,070.52
32000 Retained Earnings	17,731.47
3940 Unrestricted Net Assets	91,503.07
Net Income	13,066.52
Total Equity	\$238,057.94
TOTAL LIABILITIES AND EQUITY	\$250,941.04

Section and Committee reports

- [Advocacy and Legislative Committee](#)
- [ALA Liaison](#)
- Archivist: no report
- [Bylaws Committee](#): no report
- [CLNH](#)
- [Conference Committee](#)
- Continuing Education Committee: no report
- [Database Administrator](#)
- [Equity, Diversity and Inclusion Taskforce](#)
- [Information Technology Section](#)
- [Intellectual Freedom Committee](#)
- [Membership](#)
- [New England Library Association Liaison](#)



- [NH Center for the Book Liaison](#)
- [NHLA Sustainability *Ad Hoc* Committee](#)
- [NHLTA Liaison](#)
- [Paralibrarian Section](#)
- [READS](#)
- [Scholarship](#)
- [Social Media](#)
- [Technical Services Ad-Hoc Committee](#)
- ULAC: no report
- [YALS](#)



Advocacy and Legislative Committee report for NHLA Board Meeting, 4/13/2021

1. NH Legislative Issues

Randy and Lori reviewed a draft letter from the NHLA EDI Task Force to the NH House regarding HB 544. The letter was sent by the Task Force to all House reps, and a copy shared through Wild Apricot with all NHLA members.

Regarding the status of HB544, on 4/8/21 House Republicans (majority) opted to hold on to the bill with a vote 347-18 and little opposition from House Democrats. This allows House Republicans to maintain their leverage and bring this back if the NH Senate opts to remove it from the state budget trailer bill...but it would require a 2/3 vote.

Other bills that our lobbyist is watching for us include HB111 (waiving state's sovereign immunity); HB258 (permitting wage & hour records to be approved and retained electronically; passed House with amendment and going to Senate).

2. NHLA COVID-19 Response

The NHLA COVID-19 Resource page on the NHLA web site continues to be updated/expanded regularly, and less valuable resources from earlier in the pandemic continue to be archived in a Google document associated with the advocacy@nhlibrarians.org email account.

3. NHLA Advocacy Relationships Survey for Trustees and Directors

On April 4, 2021 all library directors were sent a survey form and instructions to share with their trustees so that we can start to annually track the relationships our trustees and library directors have with our Congressional Delegation, NH legislature, and other key stakeholders and media in NH. Deadline to return completed surveys is May 7th. The intention is to have this become a regular part of our advocacy efforts going forward, with the survey sent out to all libraries in April (after the election of new library trustees in March).

4. Congressional delegation interactions

On Friday 4/2 Lori and Michael York, State Librarian, met with a member of Congressman Pappas's staff to discuss a potential Zoom session with District 1 librarians at the end of the month (in commemoration of National Library Week) and the potential uses of ARPA funds for NH public libraries.

On Tuesday 4/6 Lori and Michael also met with Senator Shaheen's DC staff as part of ALA's National Library Week outreach advocacy efforts. We discussed the ARPA funds from IMLS, the Build America's Libraries Act (which the Senator signed on as a co-sponsor), and the LSTA FY 22 Dear Appropriator letter. At the time of the meeting, the Senator was the only one of the NH Congressional delegation to not sign the letter; the next day she had signed on, so our advocacy outreach was successful ☑

Lori is drafting thank you letters to each of our Congressional delegation for NHLA President Yvette Couser to sign, referencing the ARPA funds and the LSTA FY 22 Dear Appropriator letters.



Respectfully submitted:

Randy Brough and Lori Fisher, Co-Chairs of the NHLA Advocacy and Legislative Committee

NH ALA Councilor Report for NHLA Board Meeting, 4/13/2021

Submitted by Lori Fisher, NHLA Chapter Councilor

1. ALA Council Virtual Meetings

I attended the virtual Council meeting on Wednesday 3/31/21 from 4 to 5:30 pm, which focused on the ALA Vaccine Working Group Report to Council, and an update on the Forward Together Resolutions Working Group members and timeline. There will be resolutions about changing ALA's governance structure brought forward to Council at the June Annual meeting. The slide presentation by the co-leaders of the FTRWG from this meeting can be found here. There wasn't any voting at this virtual meeting; it was informational only.

2. ALA financial status update

No new information has been shared with Councilors.

3. 2021 ALA Annual Meeting will be virtual

4. My participation in other ALA committees/groups

I continue to serve ALA in the following capacities aside from NH ALA Councilor:

- Member of ALA Policy Corps, cohort II (last virtual meeting on 9/1/2020)
- Liaison to the Committee on Library Advocacy for ALA Policy Corps (last meeting on 3/24/21)
- Member to the ALA Committee on Legislation (last meeting on 4/8/21)
- Member of the United For Libraries Advocacy Committee (last meeting on 3/26/21)

I was a member of the ALA Council Vaccine Working Group and assisted in the drafting of the document presented to Council, particularly the summary closing paragraphs. This working group included members of COL, COLA, and Chapter Relations. Note that Amy Lappin (Deputy Director at Lebanon, NH libraries) is the chair of CRC. The final document produced by the working group was shared with Council at the 3/31/21 Virtual Council meeting.

Respectfully submitted, Lori Fisher, NH ALA Councilor, 2019-2021

Children's Librarians of New Hampshire Section Report, April 2021

Children's Librarian of the Year Award 2020:

We recently announced the winner of the Children's Librarian of the year award for 2020 as "All the Children's Librarians of New Hampshire," in order to honor the extraordinary effort and dedication of our members during the pandemic.

Changes on the Board:



John Locke has stepped down and I have stepped up as President this March. We're reigning in our ambitions a little bit to streamline things as we make the transition, but we are still eager to do our best for children's librarians across NH. Molly Pevna of Nesmith Public Library is going to be Acting Vice President as we look for a replacement Treasurer to learn the ropes from her.

Spring Conference:

CLNH is preparing for our virtual spring conference on May 20th! Our keynote speaker will be Megan Lambert, joining us to talk about the Whole Book Approach. We will also have a programming "Ignite" Session, and will host the Great Stone Face Tea to publicly announce the winner of the GSF award as well as the list for next year! Registration is going to be \$5 for members, and \$15 for non-members. Raffle tickets will be available to purchase during registration for various prizes, including gift memberships, books, and our custom CLNH face masks.

Meeting Time:

CLNH is moving our monthly meeting time to the 2nd Wednesday of the month at 1:00pm.

Thanks,
Moriah Churchill-Calkins
On behalf of CLNH

Conference Committee

No report.

Submitted by Deb Hoadley
Conference Committee Chair

NHLA Database Administrator Report, Apr. 13th, 2021

- Updated administrative privileges for Exec. Board members, chairs, & committee liaisons
- Assisted with EDI Committee event registration email editing
- Assisted Membership Chair with processing of stray membership payments
- Updated training documentation (ongoing)
- Sent training documentation to new admins & answered questions

Respectfully submitted,
Lisa Jose
Wild Apricot Database Administrator

EDI April 2021 Report

The EDI committee worked with the Legislative committee, and the intellectual freedom committee to draft a statement against HB544, which appears to have been drafted specifically to target equity, diversity, and inclusion, work in organizations that receive state funding. The letter has gone to the



entire state house, as well as the NHLA membership. For posterity, the letter will be included at the end of this report.

We've also started planning our second event, which is called 'Bite Size Reviews'. This event will have attendees bring a resource (we suggest books, videos, or podcasts, but aren't putting hard limits on it), and they will have up to 1 minute to talk about the resource. We're hoping to raise awareness about some of the materials that are out there with this focus, and have all attendees leave with a longer list of resources than they came in with. This event will be on May 19th, at 1pm.

In Solidarity

Leigh Ann Hamel

On behalf of the EDI committee

Letter Condemning HB 544

House Bill 544 (HB544) operates in direct violation of the First Amendment allowing institutions the freedom of expression to train their employees in the manner the organization judges best. If passed, HB544 would then violate the constitutional rights of all institutions that receive state funding, but particularly educational ones, like libraries, in order to maintain the current hegemony. In addition professional standards addressed in the American Library Association's Code of Ethics are in direct conflict with this bill.

Historically, neutrality favors the dominant power structure that has actively harmed marginalized populations. Such a dynamic places the onus on oppressed peoples to prove the existence of injustice in the face of a prevailing culture that would elide and invalidate their lived experience. Under the guise of "neutrality", this bill would perpetuate a culture of silence and inaction. For all its doublespeak concerning equality, the effect of HB544 would be to codify and enforce this toxic blindness to unequal treatment.

Educators doing this work know that one of the biggest barriers is the fragility of those who have historically benefited from inequity. Anti-racist work is hard and often uncomfortable, but libraries occupy trusted spaces in their communities where this work can take place. Given the course and direction of the history of New Hampshire and the United States, we know that such suppressive efforts will dampen the march of social change. In alignment with the core commitments of the library profession to intellectual freedom, equality, inclusivity, accessibility, and the ongoing pursuit of social justice, the New Hampshire Library Association Equity, Diversity and Inclusion Ad Hoc Committee and Intellectual Freedom Committee stand in strong opposition to HB544.

Membership Report, April 2021

NHLA Membership Report – February & March 2021



Member list

Summary										
Keyword search										
Advanced search										
Saved searches										
Level	Total	Active	Renewal overdue	Lapsed	Pending			New in last		
					New	Renewal	Level change	7 days	30 days	
Business Membership	1	-	1	1	-	-	-	-	-	-
First Time Member	89	47	38	38	4	-	-	3	6	
Library Run by 1 Person	19	13	6	6	-	-	-	-	-	
Lifetime Member	47	47	-	-	-	-	-	-	-	
Retired Librarian	8	7	1	1	-	-	-	-	-	
Salary \$25,000 - \$50,000	245	157	88	86	1	1	-	-	-	
Salary \$50,000-\$75,000	131	76	54	51	-	3	1	-	-	
Salary over \$75,000	34	25	6	6	3	-	-	-	-	
Salary under \$25,000	176	89	84	83	2	1	1	3	5	
Trustee/Friend/Student	46	16	30	30	-	-	-	-	-	
Unemployed Librarian	3	1	2	2	-	-	-	-	-	
Total	799	478	310	304	10	5	2	6	11	

The NHLA Membership cycle begins in the middle of November when we send out the renewal email. Membership payments received from December 1 onwards count toward the following year's membership.

There are currently 478 active members, 47 first-time members and 47 life-time members. We have seen a decline in membership since the onset of Covid-19.

	Number of Members	Percentage change Year to year	Total change since 2019
2019	511		
2020	492	-3.7%	
2021	478	-2.8%	-6.4%

It is my theory that "in person" events cause an increase in memberships. When NHLA offers a discount to members for registering for an event, we see a small number of membership renewals from people who wish to use that discount. I anticipate we will see membership numbers rebound once we are able to offer "in person" events again.

ALA Joint Student memberships have been in effect for the last two (or so) years. This program allows people who are taking an MLIS course to join ALA and their home state association for a discounted rate. We receive \$21/member for this service. Currently there are 7 Joint ALA/NHLA members. Kim and I have worked together to smooth out the process for these memberships.

Respectfully submitted,

Linda Pilla
NHLA Membership Chair



The intellectual freedom committee worked with the EDI committee, and the legislative committee on drafting a letter against HB544, which significantly limits the rights of free speech for organizations that receive state funding. The letter went out to the membership, as well as the entire state house, and is included in the EDI report.

Kind Regards
Leigh Ann Hamel
On behalf of the Intellectual Freedom Committee

NHLA-ITS

Tuesday, April 13th, 2021

The ITS Section has hosted 2 informal meetups since the January NHLA Board Meeting. The first was held virtually on February 21st and featured a discussion about LibraryAware and other newsletter platforms. The second meetup was also held virtually and focused on Canva and other tools for public relations and marketing efforts. Notes and videos (when appropriate) from these meetups have been added to the ITS webpage and NHLA YouTube Channel.

Also of note, ITS Board members submitted an FY22 budget to the NHLA Treasurer, added and updated content to the section website, and began using the newsletter feature of Wild Apricot to reach out to members.

The next virtual meeting date is scheduled for **Wednesday, April 14th at 10:30 a.m.** A special guest speaker, Rebecca Bushby, will be presenting on the topic of virtual library visits and instruction.

Respectfully submitted,

ITS Co-chairs

Mathew Bose

Mark Glisson

NELA report for NHLA — April 2021

NELA Report to the NHLA Executive Board

April 2021

- The New England Technical Services Librarians section (NETSL) is hosting it's annual spring conference virtually on Friday April 16th. The conference is free for NELA members and 10 dollars for nonmembers. The title of the conference is Moving forward: Coping with New Realities in Technical Services. More information and registration info can be found here: <https://netsl.wordpress.com/>
- The NELA Emerging Leaders Virtual Cohort application deadline is approaching on May 1st. Participants in this cohort will have access to speakers, mentors, supplemental readings, and other emerging leaders through a ten-week interactive program, which will focus on developing and understanding leadership styles, discussing issues in library leadership, and building a leadership toolkit. The cohort will meet weekly for two hours on Mondays between August 9, 2021 - October 11, 2021. More information and registration information can be found here: <https://nela.memberclicks.net/emerging-leaders-virtual-cohort>
- NELA's annual conference dates have been announced. It will be a hybrid in-person and virtual meeting that will take place over four dates during September and October. More information can be found here: <https://nela.memberclicks.net/2021-annual-conference>



- Deb Hoadley of the Educational Assistance committee connected with the New President of the NE School Library Association, Deb Ehler-Hansen, and Past President, Carol Gordon and introduced them to the Board. Carol and Deb presented on possible collaboration and partnership between NELA and NESLA. A special committee will be formed to explore this further.
- NELA has three positions that it is recruiting for to serve on the Board: Vice President/President Elect, Treasurer, and Member-at-Large. Nominations are due April 15th. These are all elected positions that serve on the Executive Board. The nomination form can be found here: https://nela.memberclicks.net/index.php?option=com_mcform&view=ngforms&id=2079935#/ and Board Job Descriptions can be found here: <https://nela.memberclicks.net/assets/docs/NELAOfficerJobDescriptions1.pdf>

Respectfully submitted,

Amber Coughlin
NELA Representative

New Hampshire Center for the Book Liaison Report, April 2021

Respectfully Submitted,
Jessica DeLangie
Center for the Book Liaison

NHLA Paralibrarian Section Report to the Board, April 2021

NHLA Paralibrarian Section Report to the Board, April 9, 2021

Virtual meeting held on March 16, 2021.

- Membership Committee Co-Chairs, Dawn Mazur and Patrick Arnold from Derry Public Library.
- Two new General Board members, Danielle Arpin and Krista Bordeleau from Pelham Public Library
- Nominating Committee is working to recruit for the below open positions:
 - Vice-President
 - Education Committee members
 - Mini-conference committee members
 - Two member at large board openings
- Approved the following candidates for certification:
 - Dianna Levesque, Fuller Public Library Hillsboro- Level 1
 - Laura Wing, Fuller Public Library Hillsboro- Level 2
 - Krista Bordeleau, Pelham Public Library-Level 2
 - Hope Garner, Griffin Free Public Library- Level 2
 - Patrick Arnold, Derry Public Library- Level 2
 - Dawn Mazur, Derry Public Library- Level 2
 - Marie Mehegan, Pembroke Town Library- Level 2
 - Samantha Gallo, Fuller Public Library- Level 4



- The Education Committee hosted a successful virtual program: Train the trainer in February, a free event, had 50 registered and 27 attendees. They are looking at courses to offer for May and June. Recommendations are always welcome.
- Paralibrarian Social Media Parade: All certified library professionals are invited to submit a photo of themselves and their certificate for our social media parade. Libraries with multiple staff are encouraged to celebrate and send a group photo (if able to do so safely). Email photos to webmaster, Amanda Alwyn at aalwyn@laconialibrary.org by June 15th.

Respectfully submitted,
Heather Rainier & Cyndi Burnham, Co-Chairs

NHLA Sustainability Ad Hoc Committee Report

April 13, 2021

The Sustainability Ad Hoc Committee is in its early stage of being organized. Along with this report, a presentation will be given to the NHLA Executive Committee that includes a draft mission for the ad hoc committee, a suggested 9-member board made up of librarians from various types of positions and from a range of small to large libraries, ideas for initiatives, and a timeline of work to be done over the next year.

Jana Petrikova and Dani Glaser of Green Business Partnership shared with me information about the program they offer to businesses and organizations during a Zoom presentation. They provide support to libraries and other entities looking to incorporate sustainable practices without having to spend a lot of time and money on understanding best practices. As part of their program, libraries receive a checklist of sustainable practices they can implement, along with an easy-to-use metric tool that provides libraries with numbers that show how well they are doing in certain areas, such as energy use, and where they have room for improvement. Green Business Partnership also facilitates green working groups that allow for members of different organizations to meet, share ideas and solutions they have come up with. Typically, this is a group of approximately 5 organizations working together to reach certification. Jana and Dani shared that being certified as an eco-friendly organization can help secure grant funding and other support for a library.

The pricing for nonprofits varies; for a library with 1-10 employees, the cost is \$450 per year. Once a library reaches certification, they are encouraged to continue their membership and receive a 50% discount. Jana and Dani shared that if the NHLA wishes to help recruit libraries, they would offer an additional 15% discount on top of the 10% nonprofit discount. There is potential for other pricing models if New Hampshire libraries purchased memberships in bulk.

Thank you to Steve Butzel for connecting Jana and Dani with this committee. More information about Green Business Partnership can be found at greenbusinesspartnership.org.

Respectfully submitted,
Brittany Overton
NHLA Sustainability Ad Hoc Committee Chair

NHLTA Liaison Report of New Hampshire Library Executive Meeting For NHLA April 2021 Meeting



- NHLTA 2021 Virtual Annual Conference is being worked on, this year virtual conference is May 12 & 13. More information will be coming on NHLTA website
- NHLTA annual meeting notice will go out April 21. The voting will be done by Survey Monkey; voting session will be held from May 2 to May 21.
- Budget for 2021-2022 was approved for member to vote on at the annual meeting.
- Virtual Orientations: There will be 2 orientation workshops this spring, the first one is Saturday April 24th and the second one is Monday June 7th. More information and registration can be found at www.nhlta.org
- NHLTA Annual Awards: These awards are given annually for the Library of the year, Trustees of the year, Library Director of the year, Friends Group, and Special library service contribution. The deadline this year is July 31. More information can be found on our website.
- Scholarships funds were discussed and changes were made for this coming fiscal year.
 - There will be 2 Graduate Degrees Course (MLIS) educational assistance, one for fall semester and one for spring semester, each \$1,000.
 - Other scholarships funds will be for workshops, Trustees education, and co-op/consortium programs.
 - Procedures and criteria are currently being developed..
- Next NHLTA board meeting is Wednesday May 5th.

Respectfully Submitted,
Conrad Moses
NHLTA Liaison
April 8, 2021



**READS President Report
For April 13, 2021**

The READS Executive Board met virtually on March 12, 2021. The board set its 2021-2022 budget. We established a Nominating Committee to recruit candidates for READS VP and possibly READS Secretary position. We also began planning for the Annual READS Award of Excellence. Emily Weiss (NHLA EDI Task Force) joined our meeting to discuss how READS and NHLA can work together to share and promote advocacy work in the NH Library community. READS also voted to amend our bylaws, making the READS-to-Go Committee a standing committee (which appears not to have been done in the 10+ years since its inception). This bylaw change will be put to members later this year.



Other news from READS:

- We now have two online resources on our website for librarians and library staff - our [READS Repository](#), and our new-and-improved [READS Program Recommendation Database](#). We encourage any library staff member to [submit a review of programs they've hosted](#). For each library staff who submits a program review into the Program Recommendation Database or [makes a submission to our READS Repository](#), we will enter their name and their library into a raffle. The winner, drawn at our Fall Meeting, will win a \$50 gift card for themselves and \$100 towards a programming event at their library. It is our hope that a raffle will help incentivize submissions to both databases so we can grow them into robust and meaningful tools for NH Library staff.
- On March 12th, we had 153 active members.
- A virtual Roundtable is set up for April 15th. An overflow Roundtable will be held Thursday, April 22nd for those who are waitlisted. This year's topic addresses how library programming and outreach have changed in response to Covid. We'll talk about the frustrations and successes we've experienced. A prerecorded Roundtable on the same topic will be released and made available to NHLA members around this time as well.
- We will hold a virtual Fall Conference and Business Meeting on October 8th. Our guest will be Becky Spratford, a Readers' Advisory Specialist in northern, IL. She trains library workers all over the world on how to help leisure readers in the public library. Becky runs the popular and critically acclaimed RA training site *RA for All* and its evil twin, *RA for All: Horror*.
- READS-to-Go recently added the following titles to their list of kits: *The Witch Elm*, *Ask Again Yes*, *The Whisper Network* and *The Dutch House*. Kits in the process of being added include: *A Year of Silence*, *Devil in the White City*, *The Magpie Murders*, and *COVID Spring*.
- Our bimonthly newsletter was sent out to members on April 6, 2021.

Next READS Executive Board meeting: May 14th at 10:00am - virtual

Respectfully submitted,
Kersten Matera
READS President

Scholarship Committee Report for NHLA Executive Board Meeting, April 13, 2021

The scholarship committee met virtually on April 9, 2021 to discuss applications received during the Spring 2021 application cycle.

The committee decided to award the Rosalie Norris grant to:

- **Nicholas Gagnon**, currently employed at the Durham Public Library and the Rochester Public Library
- **Meredith Telschow**, currently employed at the Salem (Kelley) Library



The F. Mabel Winchell Loan was awarded to:

- **Effat (Arefe) Koushki**, currently employed at the Merrimack Public Library

Other topics of discussion included:

- Chair Carlos Pearman discussed renewed efforts to contact outstanding loan holders. The committee decided that a regular annual “reminder” letter should be sent now that the association no longer has a yearly audit during which outstanding loan holders were contacted.
- Member Tom Ladd shared efforts by the NH Library Trustees association to expand its own scholarship program to cover graduate study.
- Chair Carlos Pearman shared news regarding the dissolution of the former NHLA Continuing Education committee, and that the McDonald Fund is now under the jurisdiction of the Scholarship Committee

Respectfully submitted,
Carlos Pearman
NHLA Scholarship Committee Chair

Social Media Committee

As of April 13, 2021, we have 813 page likes on Facebook. For comparison:

Maine Library Assn 1016
Vermont 1092
RI 1272
Mass 1679

In the past month we gained 13 likes.

We've posted 38 times so far in 2021 and remain active online. We also went out and liked other posts as NHLA's page, which helps with the page visibility.

Two of our top posts recently were on 3/12 linking to the Union Leader article about libraries reopening with a reach of 485, and the 3/24 paralibrarians certification posts with reach of a whopping 2521.

All of this is organic, of course. We may want to consider creating a small kitty to promote certain posts or extend our reach for special events/occasions, i.e., National Library Week, Banned Books Week, annual conference, etc.

Also recommend reminding all NHLA members to like the Fb page and share in hopes of reaching 1000 likes. A random page follower could be selected to receive a small NHLA prize when we reach 1K?

Respectfully submitted,
D Scott Campbell
Azra Palo
Rebecca Berezin and the whole FB Admin Team



Technical Services Ad Hoc Committee Report

April 2021

TS Ad Hoc Committee Report

April 9, 2021

The TS Ad Hoc Committee met virtually on Friday April 9, 2021 to discuss the formation of a permanent Section or Standing Committee. After discussing the merits of becoming one versus the other, the Ad Hoc Committee has decided to ask the NHLA Executive Board to approve the establishment of a Technical Services Standing Committee. We believe that a TS Committee is vital to connect, support, and educate all types of technical services staff in the State. The Committee would continue having bimonthly meetings, but we hope to expand our outreach and educational efforts. We want to be a welcoming space for any librarians or library staff who perform technical services duties, including but not limited to technical services department heads, catalogers, library assistants, one-person library directors and more. We hope to reach a broad range of people.

We would commit to discussing and encouraging best practices for cataloging and other technical services functions (i.e. quality metadata in library catalogs). We would like to promote continuing education focused on various topics in technical services. Not only do we have experienced professionals on the Committee who are willing to share their expertise (i.e. classes on Linked Data or ILS best practices), we would also like to partner with other established Sections and Committees to host presentations or continuing education opportunities.

We would also like to establish a web presence, on the NHLA website and perhaps through GitHub, to feature useful tech services resources (tools, tutorials, articles, etc.). There were many other ideas discussed at the meeting to promote technical services continuing education and professional development repositories.

One of the reasons the group decided to form a Standing Committee rather than a Section was based on the inconsistent attendance at our virtual meetings. Our first meetings drew about 15 attendees, but the numbers have gone down since then. Based on this, we believe that we would be more sustainable as a Standing Committee. Some Committee members asked if we could transition to a Section in the future if our member numbers increase and if we feel that we could accomplish more as a more independent body? This is not clear from the NHLA bylaws.

Overall, members are excited to form a permanent TS Standing Committee and believe we will be able to be a strong advocate for technical services library staff in New Hampshire.

Respectfully submitted,

Angela Brown

Technical Services Ad Hoc Committee Chair

YALS Report to NHLA

The Flume & Isinglass 2022 committee met in March to create the short lists for Isinglass and Flume. Having our new teen ambassadors really helped and we look forward to expanding the ambassador positions for the 2023 award cycle. April is voting month! We have e-ballots this year for the 2021 award



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which should be available on our website. We just finished assembling the 2023 award committee and we'll be opening up the nomination form next month. We'll be announcing 2021 winners and 2022 short lists at the NHSLMA conference mid-May.

YALS is planning a virtual event for late April or May, to be announced soon, and we are in the early planning stages for a conference to be held virtually in September.

Respectfully submitted,
Alex Graves