

New Hampshire Library Association Executive Board
Virtual via ZOOM
June 13, 2023
2:00-4:00pm

Members Present: Mindy Atwood (president) Denise van Zanten (past-president), Melissa Mannon (EDI co-chair), Jessica DeLangie (treasurer), Carlos Pearman (scholarship committee), Angela Brown (Technical Services chair), Yvette Couser (website coordinator), Corinne Chronopoulos (secretary), Amber Coughlin (NELA Representative), Conrad Moses (NHLTA liaison), Sheryl Bass (treasurer-elect), Kersten Matera (Bylaws Chair), Mathew Bose (ITS co-chairs), Susan Harmon (READS incoming president), Yvette Couser (website coordinator), Lisa Jose (Wild Apricot administrator), Judy Russell (Sustainability), Julie Spokane (Paralibrarian), Linda Pilla (membership), Deb Hoadley (Vice-President), Chelsea Hanrahan (NHCUC Representative)

Others Present: None

Call to order at 2:01pm

Approve Agenda: Motion to approve agenda made by Mindy Atwood, seconded by Corinne Chronopoulos. Poll of the Board. Motion carries.

Approve April Minutes: Motion to approve April minutes as written by Denise van Zanten seconded by Amy Lappin. Poll of the Board. Motion carries. Julie Spokane abstains.

Past President Report

NHLSMA merger- Steps to merge continue to move forward, see Denise van Zanten's report for full timeline.

Nomination committee meets June 14, 2023. Important positions to discuss are the ALA Rep, NELA Rep, and Vice President.

A list of NHLA members and their interests will be circulated after the meeting. Section chairs can use this information to recruit new members.

President Report

- NHLA will officially be changing online meeting platforms from GoToMeeting to Zoom. The savings are substantial. Zoom costs just \$18.00 through tech soup.
- Mindy has been supporting several sections by attending their meetings including Paralibrarians, NHSLMA, ULAC, and EDI.

VP Report/Conference Chair

See Deb Hoadley's report for full information about spring conference attendance and survey results. Deb reached out to Church Landing for a May date in 2025 but they are already booked. April 17 and 18th in 2025 were available.

Fall conference reminder: Friday November 9th, 2023 at Common Man in Plymouth.

Corinne Chronopoulos asked if anyone had responded to Sebco Books in response to his email to the Board. Denise van Zanten and Deb Hoadley responded to the vendor.

Treasurer's Report

Jessica DeLangie gave an overview of the proposed 2024 budget. There is currently a surplus in the general fund due to conference revenue and this will help balance the 2024 budget.

Two numbers on the proposed budget changed. One is the legislative line item due to the lobbyist bill being higher than in years past. The second line item is for Wild Apricot because of the rise in the foreign currency bank fees.

There was a question from a past NHLA member who received a loan from NHLA education related fund and is requesting to send payments by credit card because they are residing outside of the U.S. Jessica confirmed it is possible to create an invoice with Wild Apricot. She asked the Board to decide if that is something NHLA wants to allow for loan repayment. Discussion was tabled until Carlos Pearman makes his report later in the meeting.

Motion to approve the budget made by Jessica DeLangie, seconded by Kristen Matera.

Denise van Zanten votes yes but added she does not like that we are relying on the general fund to balance the 2024 budget.

Jessica DeLangie commented that it was due to late notification about the raise in the fees from NHLA auditor and the Wild Apricot increase.

Mindy Atwood agreed it is an issue we are all aware of and something NHLA should keep working towards correcting. Mindy thanked Jessica and Sheryl Bass (treasurer elect) for their hard work.

Mindy Atwood asked about the NHSMLA merger and whether they have restricted funds and how do we address this as we bring them into NHLA. Mindy tasked Sheryl Bass to talk with the NHSMLA treasurer to find out this information.

NELA report

- NELA is still accepting program submission for the conference.
- There will be a new slate of NELA officers up for election soon.

State Library: Mindy Atwood reported on behalf of Michael York. The staff for van drivers is more stable. Two new drivers have been onboarded.

Mindy noted that if you receive a notice from NH State Library ILL service that something does not circulate, it does not mean it is a dead end. There are other creative ways to gain access, sometimes it could be scanning, or arranging an in-person viewing for a patron. ILL staff should be informed to call NH State library if an ILL from NHSL is denied and see if something may be worked out.

The budget passed in the Senate in a bipartisan vote 24-0 and the House also passed the budget. It now goes to the governor who is expected to sign it.

Section and Committee Reports:

Paralibrarian Section- Julie Spokane reported that the Paralibrarian section had a great response from the community to their request for Board members. They now have a full Board. They are looking for more support on the education committee. They have several workshops coming up including a weeding workshop and intro to Canva class.

They have also hosted two sessions to help folks prepare their para-application.

They are back in planning phase to plan a spring 2024 Paralibrarian conference. They currently have a budget surplus, but they are also planning on subsidizing the para conference so that there is less of a barrier to attendance.

Julie thanked Mindy Atwood for supporting the section and helping them to revitalize.

They are considering a new board position dedicated to Director-Liaison work. For example, a person to go out to Coop meetings and network with Directors.

Carlos asked what is required to be a member of that section, for example could MLS holders join? Julie Spokane explained they try to keep a balance of MLS, certified, and other members but that has not been a problem. The only requirement at this time is to attend two board meetings before being considered for the Board or Chair role.

Denise van Zanten shared that Manchester has just added the Paralibrarian certification to their job descriptions.

EDI- Melissa Mannon thanked Mindy for being so supportive to EDI and attending their meetings. The Executive Officers asked the EDI committee to come up with three or so organizations to consider to develop and deliver EDI training to incoming Executive Board members in December. EDI is working on this now. It will likely be a half-day offering. NHLA Officers will review and discuss the groups EDI brings forward and decide what will be most helpful for NHLA.

ALA- Mindy Atwood congratulated Amy Lappin, who has been appointed to the ALA Executive Board.

Scholarship Committee:

Carlos Pearman brought forward a request from a previous scholarship/loan winner who needs to pay their loans back. They live abroad and cannot send a check so they would like to pay by credit card.

Amy Lappin asked what it would cost NHLA to process credit card payments. Jessica DeLangie said she doesn't know the exact amount, but it is pennies on the dollar. She explained that every payment would need an invoice created in Wild Apricot so it could be time consuming. Linda Pilla commented that in her experience paying by check for someone living abroad is extremely difficult and recommends we allow credit card payment.

Carlos Pearman will work with the person to confirm the exact payment structure she would like to create.

Lisa Jose suggested that the credit card fee be added to the total amount due so that NHLA doesn't have to pay for that fee.

Kersten Matera commented that wire transfers are another effective method.

Mindy Atwood said taking credit cards could make it easier for payments for many people and suggested we codify the process so it's the same for all going forward.

Carlos Pearman offered to write up a procedure for loan repayments and include it in his next report. Jessica DeLangie suggested we confirm the percentage of the credit card fees and include it in the total due. Lisa Jose (Wild Apricot admin) offered to confirm the fees and let the Executive Board know the details.

Legislative/Advocacy Committee:

Christine Friese reported that the Legislative/Advocacy webpage isn't the best place for examples of policies to be shared with the membership. She wondered where they should be moved within the NHLA website.

Judy Russell commented that there are many policies on the NH State Library Libguides so perhaps NHLA does not need to keep policies on the website at all.

All were encouraged to send any thoughts to Christine Friese about what information they would find helpful on the Legislative/Advocacy website.

Old Business

None

New Business

Corinne Chronopoulos asked if the Executive Board members would upload their reports as PDFs to the committee report folder on the NHLA google drive, as well as emailing the google group. This would save considerable time for the secretary.

Mindy Atwood will have an update on the strategic plan for the executive board at the next meeting. There may be some assignments made at next meeting to keep the strategic plan moving forward.

Upcoming meetings:

- Officers- July 11th, Sept 12th, Nov 14th
- Executive- Aug 8th, Oct 10th, Dec 12th

Action Items:

- Sheryl Bass to connect with NHSMLA treasurer to find out about any restricted funds.
- Denise van Zanten to send membership interest spreadsheet.
- Carlos Pearman offered to write up a procedure for loan repayments and include it in his next report.
- Lisa Jose to send information about wild apricot fees for credit card payments.
- Nomination committee to continue to work on filling positions.

Adjournment: Motion to adjourn at 3:07 PM made by Linda Pilla, seconded by Carlos Pearman.

Attachment: Formal Reports

NHLA President Report
June 13, 2023

- NHLA officers meeting on May 16
- attended paralibrarians meeting on May 19 and invited Rubi Simon to attend
 - discussion of the addition of a new position on the paralibrarians board that would be held by a library director
- met with NHSLMA officers on May 25 regarding merger timeline
- attended ULAC meeting on May 26
- attended EDI meeting on June 1
 - discussion of EDI training to be included with the training the NHLA EB conducts each December
- attended the paralibrarians informational meeting on June 6
- attended the Advocacy and Legislative Committee meeting on June 7
 - discussion of best way to keep NHLA membership informed of pending legislation

- reviewed updates by the By-laws Committee to the proposed social media policy
- reviewed minutes from officers meeting and EB meeting
- with help from lobbyist Teresa Rosenberger, continue to track the bill containing the NH State budget

NHLA Past President's Report June 2023

- Mindy and I met with our counterparts at NHSLMA on May 25th and we setup a timeline for next steps:
 - As of May 2023: NHLA is working on drafting bylaws to create the new section. Mindy offered our By Laws Committee's assistance to NHSLMA as they rework theirs to be a section. Treasurers are talking and making plans for the transfer of accounts when the time comes- any restricted funds, any reports that need to be filed.
 - October 2023: NHLA will work with NHSLMA to track legislation in the new session
 - November 2023: NHLA to vote on updated bylaws creating the new section and notify NHSLMA of the vote results.
 - December 2023: If NHLA Vote is in the affirmative NHSLMA will need to vote on disbanding and becoming a section of NHLA.
 - Early 2024: Completion of new section creation and acclimating of NHSLMA officers to their new roles as section officers
- Mission Statement Task Force members met on June 5th and are working on the following:
 - Amber & Kersten are working on new mission and vision statements more in line with other New England Library Associations
 - Denise will work on updating/creating articles related to Finance and Governance in both the Constitution and the By-laws to remove those from the current mission statement.
 - Group will work on this using Google Docs and Deb will be our editor as we work on wording.
- Nominating Committee consists of Heather Rainier, Amber Coughlin, Mindy Atwood and myself. We are scheduled to meet on June 13th directly following the Executive Board meeting. We need to discuss the following positions: NELA Rep, ALA Rep and Vice President. We also need to seek nominees for the Ann Geisel Award.
- Stayed in touch with Christine, Mindy and our Lobbyist to keep up with all the legislation.
- Working on sorting through the members list of committee interest to share with the rest of you!

Respectfully submitted,

Denise van Zanten

Past President

Vice President & Conference Chair Report June 13, 2023

2023 Spring Conference Update:

- 233 confirmed attendees (47 speakers; 72 full conference, 58 Thu only; 56 Fri only)
- 13 Vendors/Sponsors (including NELA & NHLA)
- Based on looking at the budget numbers to date, we have a profit of over \$7,000.
- 85 responses to survey
 - Overall 88% very good/excellent
 - Location 93% very good/excellent
 - Conference Rooms 89% very good/excellent
 - Food 89% very good/excellent
 - Comments: more vendors; topics were good, but some speakers could be more polished
 - Topics next time: Marketing; cataloguing; technology; DEI; Admin/Director
 - More workshops and forums
- Possible date at Church Landing for 2025 – April 17 – 18 (?)
- HUGE THANK YOU to Denise van Zanten, Yvette Couser, Mindy Atwood, and Bernie Prochnik for stepping up to help onsite with the conference. Also a big thank you to Diane Lynch and Brianna Hemmah for assisting me with logistics and program. It takes a village!

2023 Fall Conference Update: Reminder it is **Friday, November 9, 2023!** Venue is the Common Man in Plymouth. More details coming soon.

Vice President Update:

- Attended the NHLTA meetings in May & June. Also, attended and facilitated a roundtable discussion at the NHLTA Conference on May 9.
 - June 5, 2024 NHLTA Conference Date at the Grappone Center
 - Hosting orientations and roundtables around the state
 - Held their retreat end of May. Topics of discussion were supposed to be succession planning and strategic plan – will need to carry these over to a special meeting in July.
 - Discussed HB321 regarding Right to Know sealed minutes. They are not in support of this bill.
- Attended the Officer's Meeting on May 16.
- Attended Task Force Meeting: NHLA Mission Statement on June 5. Discussion about Constitution & Bylaws regarding Mission and Vision statements and overall structure of our governing document is constructed.

Respectfully submitted,

Deb Hoadley

NHLA Treasurer's Report

May 2023

Jessica DeLangie, NHLA Treasurer

Financial Report

Please find attached a copy of

- NHLA's May 2023 Profit & Loss Statement
- NHLA's Balance Sheet as of May 31, 2023
- FY23 Income and Expenses as of May 31, 2023
- Proposed FY24 Budget

We have attached a Proposed FY24 Budget to be voted on at our meeting. A couple of numbers are different from the Draft Budget we looked at last meeting:

- Legislative has increased slightly to reflect recent bills
- Wild Apricot increased slightly to account for the foreign currency bank fees.

Everything else remains the same.

Sheryl and I will be reaching out to accounting firms to take over for Wipfli in FY25.

NHLA's total assets as of May 31, 2023 were \$281,020.24

Below is a listing of cash held by each account as of May 31, 2023.

NHLA checking	\$4,427.06
NHLA savings – non-interest	\$32,014.09
NHLA savings	\$59,799.39
CLNH	\$17,533.77
READS	\$3,938.21
PARALIB	\$8,475.55
ULAC	\$5,783.55
YALS	\$6,654.63
ITS	\$1,868.07
WINCHELL LOAN (revolving fund)	\$24,248.55
NORRIS (scholarship)	\$2,196.06
MACDONALD FUND (continuing ed/professional development)	\$20,823.20

New Hampshire Library Association

Balance Sheet As of May 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1110 Chkng- 1524	0.00
1120 Unrestricted	0.00
1122 Operating	4,427.06
Total 1120 Unrestricted	4,427.06
Total 1110 Chkng- 1524	4,427.06
1200 Svngs -2884	0.00
1210 Unrestricted OPERATING NHLA	29,470.09
1220 Restricted	
1230 Restricted Conference Scholarship Fund	168.00
1231 Conference Legal Education Fund	2,376.00
Total 1220 Restricted	2,544.00
Total 1200 Svngs -2884	32,014.09
1201 Svgs-0380 Unrestricted Operating NHLA	28.57
1201.1 NHLA Operating Funda	59,799.39
1202 Restricted	
1203 WINCHELL	24,248.55
1204 NORRIS	2,196.06
1205 MACDONALD	20,823.20
1206 GEISEL	30.00
1207 Restricted Conference Scholarship Fund	893.00
Total 1202 Restricted	48,190.81
Total 1201 Svgs-0380 Unrestricted Operating NHLA	108,018.77
1250 Svngs-READ-9668	0.00
1255 Unres READS	3,938.21
Total 1250 Svngs-READ-9668	3,938.21
1300 Svngs-URBN-1649	0.00
1310 Unres URBAN	5,783.55
Total 1300 Svngs-URBN-1649	5,783.55
1350 Svngs-PARA-9213	8,475.55
1410 Svngs-CHIL-6937	0.00
1415 Unres CHILIS	17,533.77
Total 1410 Svngs-CHIL-6937	17,533.77
1510 Svngs - YALS - 8502	0.00
1515 Unres YALS	6,654.63
Total 1510 Svngs - YALS - 8502	6,654.63
1610 IT SAVINGS - 8693	
1615 IT SAVINGS UNRESTRICTED	1,868.07

New Hampshire Library Association

Balance Sheet As of May 31, 2023

	TOTAL
Total 1610 IT SAVINGS - 8693	1,868.07
3900	12,068.00
Total Bank Accounts	\$200,781.70
Other Current Assets	
1700 Loans receivable - Winchell	0.00
1750 Loans receivable - long-term	0.00
1750.05 Loan rec - NB Winch long term	3,500.00
1750.07 Loan rec - EK Winch long term	6,000.00
1750.08 Loan rec - SW Winch long-term	1,750.00
Total 1750 Loans receivable - long-term	11,250.00
Total 1700 Loans receivable - Winchell	11,250.00
1800 Norris Fund Held by NHFC	64,397.54
HRH 6 Prepaid expenses	4,591.00
Total Other Current Assets	\$80,238.54
Total Current Assets	\$281,020.24
TOTAL ASSETS	\$281,020.24
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
HRH 1 Deferred Dues	13,004.10
Total Other Current Liabilities	\$13,004.10
Total Current Liabilities	\$13,004.10
Total Liabilities	\$13,004.10
Equity	
3100 Net Assets - Board Designated	62,686.36
3120 Restricted Net Assets	53,070.52
32000 Retained Earnings	40,853.15
3940 Unrestricted Net Assets	91,503.07
Net Income	19,903.04
Total Equity	\$268,016.14
TOTAL LIABILITIES AND EQUITY	\$281,020.24

New Hampshire Library Association

Profit and Loss

July 2022 - May 2023

	TOTAL
Income	
4010 Spring Conference	
4011 NHLA Spring Conference Income	32,336.25
4012 CHILIS Spring Conference Income	15.00
Total 4010 Spring Conference	32,351.25
4020 Fall Conference	
4024 YALS Fall Conference Income	2,748.00
Total 4020 Fall Conference	2,748.00
4026 EDI Committee Income	540.00
4027 Sustainability Committee Income	125.00
4040 Membership Dues	
4041 NHLA Dues	25,785.00
4042 CHILIS Dues	790.00
4043 READS dues	785.00
4044 YALS dues	625.00
4045 URBANS dues	1,900.00
4046 NELA dues	-30.00
4047 PARALIB dues	400.00
4049 ITS dues	465.00
Total 4040 Membership Dues	30,720.00
4048 ALA student membership payables	4,640.00
4050 Interest Income	13.65
4060 NHCF Disbursements	5,220.44
4150 Workshops	
4151 READS workshop	30.00
4155 Paralibrarian workshops	1,070.00
Total 4150 Workshops	1,100.00
4200 Donations to NHLA	
4205 Unrestricted Scholarship Fund	1,364.57
4210 Donations to CHILIS	
4211 CHILIS - 1000 Books Before Kind	1,626.00
Total 4210 Donations to CHILIS	1,626.00
Total 4200 Donations to NHLA	2,990.57
Total Income	\$80,448.91
GROSS PROFIT	\$80,448.91
Expenses	
6000 Accounting	8,619.97
6015 Bank Charges	35.00
Total 6000 Accounting	8,654.97
6010 ALA State Chapter Membership	150.00

New Hampshire Library Association

Profit and Loss

July 2022 - May 2023

	TOTAL
6020 Fall Conference Expense	577.55
6021 NHLA Fall Conference Expense	1,549.14
6024 YALS Fall Conference Expense	2,165.27
Total 6020 Fall Conference Expense	4,291.96
6027 Sustainability Committee expense	87.41
6030 Insurance	600.00
6034 READS expenses	558.29
6035 CHILIS expenses	9.99
6036 YALS expenses	275.00
6038 URBANS expenses	2,531.16
6039 ITS Expenses	547.52
6040 Legislative Activities	5,875.00
6045 Association Management	2,669.76
6060 Norris Scholarships Expense	3,000.00
6070 Postage	57.68
6100 Spring Conference Expense	
6101 NHLA Spring Conference	24,634.98
Total 6100 Spring Conference Expense	24,634.98
6120 ALA Councilor Travel & Conferen	2,792.30
6140 Macdonald Fund Expense	2,000.00
6195 Geisel Award Expense	181.74
6215 Technology (formerly PayPal fee	1,628.11
Total Expenses	\$60,545.87
NET OPERATING INCOME	\$19,903.04
NET INCOME	\$19,903.04

Bylaws Committee

June 13, 2023

Section/Committee Name or Logo: Bylaws Committee

Current Board members: Kersten Matera (Chair), Yvette Couser, Alyssa Jobin, Amy Lappin, Eric Stern

Upcoming Activities/Programs/Events:

The Bylaws Committee was asked to review the NHLA Media Relations Policy and a Social Media Policy. We reduced and revised the six-page Social Media Policy to three pages. We also changed some language in the Media Relations Policy. The revised files were sent to the NHLA Officers in time for their May 9th meeting.

On 6/5/23 I met with the rest of the Mission Statement Task Force to work on rewriting NHLA's Mission Statement.

Denise forwarded to me a list of three people who volunteered to be on the Bylaws Committee. Two of them are already on the committee; I reached out to the third. He responded that there is not enough staff at his library right now for him to commit to being on the Bylaws Committee.

Income/Expenses and Balance of Account:

Other News:

Respectfully submitted,
Kersten Matera

Children's Librarians of New Hampshire



Current Board members: Christina Finemore (President, Maxfield Public Library); Rebecca Searles (Vice President, Belmont Public Library); Moriah Churchill-Calkins (Past-President/Center for the Book Rep, Richards Free Library); Becky Kasten (Treasurer, Concord Public Library); Cathy Walter (Secretary, Merrimack Public Library); Nancy Sheridan (Great Stone Face Committee Rep, Colby Memorial Library) Nicole Gauvreau (Social Media chair, Pease Public Library); Deb Dutcher (State Library Rep, NH State Library); Kris Murphy (NERTCL Rep, Nashua Public Library); Judy Russell (Webmaster, Converse Free Public Library)

Upcoming Activities/Programs/Events:

The mini-performer showcase was a great success at the NHLA spring conference! We have started chatting about possible venues and speakers for our CLNH fall conference but we are not meeting again until August.

Income/Expenses and Balance of Account: Our account balance is: \$17, 478.48.

Other News: The revisions to the bylaws that we proposed to our membership passed unanimously at the spring conference.



**READS President Report
June 2023**

Current Board members: Sue Harmon, President; Brianna Hammah, Vice President; Natalie Moser, Past President; Matthew Gunby, Secretary; Tanya Griffith, Treasurer; Liz Ryan, Membership Chair; Eileen Gilbert, Programming Chair; Jane Martina, Public Relations; Gail Zachariah, Reads-to-Go Chair; Alexa Moore, Website Coordinator.

Upcoming Activities/Programs/Events:

- The Logo, Poster, and Banner for the Live Free and Read campaign, sponsored by the Intellectual Freedom Committee, has been uploaded to the READS Repository.
- NHLA Presentations were a great success!
- We are currently looking for nominations for the 2023 READS Award of Excellence! Nominations are open until June 30! Submissions can be made [here](#).
- The READS Fall Conference is scheduled for Friday, October 6 at the Common Man in Plymouth. So far, two programs have been booked: New Hampshire Listens, a community engagement initiative of the Carsey School of Public Policy at the University of New Hampshire; and Diane Hathaway from Goffstown will be talking about their “Community Conversations” programming, a version of the presentation from NHLTA.
- The READS Goodreads group is Live! You can view and join the group [here](#) to find out what other NH Librarians are reading, find staff picks, and use suggested titles for Readers Advisory.
- READS currently has 153 active members.
- Next READS Board Meeting – July 14 at 10:00 am, virtual

Income/Expenses and Balance of Account:

Interest: \$0.07

Membership: \$70.00

Balance 05/12/2023 \$3928.18

Respectfully submitted,
Susan Harmon READS President

ULAC

Report for NHLA Executive Board

06/13/23

Current Board members:

Eric Stern, Chair

Upcoming Activities/Programs/Events:

ULAC is scheduled to meet on Friday, June 23rd, 10am at the Keene Public Library. This will be the group's first trip to Keene since I've been chair. We may be hosting a summer gathering aboard the MS Mt Washington, but that will be discussed at the next meeting out in Keene.

Income/Expenses and Balance of Account:

At the May ULAC meeting, the current balance was reported as \$5,703.49. This balance reflects a lower balance than previously reported due to payment of expenses for the NHLA Conference (presenter stay at hotel, sponsorship of the 1st night cocktail hour).

Other News:

As noted in the previous report to the Board, ULAC sponsored Carol Kilmister to present at the NHLA Spring Conference on 5/4 and 5/5, on 2 HR topics – "Using the 9-box grid as a performance management tool" and "HR challenges and opportunities in a post-Covid world." Both presentations received high acclaim. ULAC also sponsored a cocktail hour at the conference on the evening of May 4th, which as I understand, had an appearance by a long-retired former wedding singer. 😊 (He had a good time!)

ULAC met in-person at the NH State Law Library in Concord on Friday, April 21st, and then met again virtually on Friday, May 26th.

On 4/21, ULAC received a NH Supreme Court orientation from Senior Associate Justice Gary Hicks and his law clerk, and was then given a tour of the law library by Mary Searles. The group ratified the FY24 budget and had a discussion about the "privatization" of public libraries.

At the virtual meeting on 5/26, I briefed ULAC on a review of NH law undertaken by Derry Public Library reference staff (a partner to the NH Law Library) regarding privatization of public libraries. Mindy Atwood presented to the group on Covid After Action Reports. ULAC also discussed whether to send NH DCYF a letter inquiring about their current policies and procedures regarding the use of public libraries as court-ordered supervised visitations sites. The group decided to send a letter to DCYF, and I did so on June 5th. I am hoping to set a meeting with DCYF to discuss ULAC's concerns sometime over the next month.

Respectfully submitted,

Eric Stern, ULAC Chair

ALA EDI Committee Report

06/09/23

EDI holds monthly meetings on the first Thursday of each month at 1pm. We currently have six active members in the group.

This month we discussed the following:

- EDI held a successful roundtable at the NHLA conference with much audience participation. Discussions included topics such as dress codes, neurodivergent staff, and inclusive policy language.
- The Executive Board has asked the Committee to provide a list of organizations and individuals who provide EDI training for administrative bodies. This list will be used to help the Board hire a trainer who can boost their awareness of EDI issues.
- The group is putting together a newsletter to share information and sources about EDI with NHLA members
- The group discussed the value of celebrating diversity through holidays and designated events. Discussion was rooted by the question, “What is the goal of Pride Month or any themed month?” The group acknowledged that we want to help people think about what is best for their particular communities.
- We are planning for one in-person and one online program for this fall - TBA

Respectfully Submitted,

Melissa Mannon

EDI Committee Chair



Intellectual Freedom Committee

Co-Chair Report

Submitted by Lauren Rettig (lrettig@sps.edu) & Julia Lanter (exeterpljal@gmail.com) Committee Co-Chairs

The Intellectual Freedom Committee met on June 5th and will meet again on October 2nd at 3:30 PM. **October Meeting Link** : <https://us02web.zoom.us/j/84413763441>

The Live Free and Read Poster Project continues to grow. A new logo and border were approved by the board. Copies of the new logo can be found on the READS repository (For more info visit: [READS Resources | New Hampshire Library Association \(nhla.azurewebsites.net\)](https://nhla.azurewebsites.net)). es!

All NHLA committees and libraries are encouraged to submit at least 2 photos of NH politicians, NH local leaders, famous NH citizens, and any NH authors reading for the Poster Project whose timeline has been moved to coincide with 2024's election.

Ideas for how to promote Intellectual Freedom during Summer Reading or Banned Books Week are being collected by IFC. Please send any photos or ideas to nhla.ifc@gmail.com

ITS Section Report

Tuesday, June 13th, 2022

The ITS Section hosted a hybrid meeting on Wednesday, May 31st at 10:30 a.m. at the Manchester City Library. Topics discussed included the Manchester City Library's new a/v system (featuring **assistive technology for community members with hearing impairment**) and other a/v options for libraries, the ITS budget and future programming, public computer terminals, AI trends and updates, etc. There was discussion about **organizing a future event (on a current or trending topic) to raise money** for the section's savings account. A small fee would be charged for attendance.

ITS organized 3 programs for the NHLA conference. All three of these programs were well attended and provided valuable training, information, and tips. The programs included: **Marketing for Small Libraries** (in partnership with the ad-hoc Publicity & Marketing group), **ELI5 (Explain Like I'm 5): Artificial Intelligence & Future Implications**, and **RTFM or How I learned to stop worrying and love the docs**.

The section continues to support discussion on both the Publicity & Marketing Committee and ITS Section Google Groups.

The next ITS meeting date is scheduled for **Wednesday, June 28th at 10:30 a.m.** The section plans to meet in-person (with a virtual option as well) at the Concord Public Library.

Respectfully submitted,

ITS Co-chairs
Mathew Bose
Mark Glisson

NHLA Executive Board 6.13.23

Website Coordinator's Report

Yvette Couser

I'm continuing to update the site as requests come in. Currently, I'm working on adding content from the Conference.

Please contact me if you need training on your Committee's webpage and I can reach out to Dale Dormody.

Treasurer Jessica DeLangie asked me to contact Dale about this year's invoice.

Income/Expenses and Balance of Account:

Other News:

Report on Legislative-Advocacy Committee June 2023

The Committee met on June 7 and began work on the Advocacy half of the year as the Legislative session is in its final weeks.

In September, the committee will hold a workshop to build an advocacy kit for NHLA. We are seeking those who feel unsure of their advocacy skills but who recognize its importance to help inform the instructional kit and attend the workshop. The kit will then be shared throughout the state.

Topics may include:

- How best to reach out to your reps and get to know them
- How to create an advocacy plan including a good elevator speech
- How to build advocacy into a low-level-everyday practice
- How to comment on current legislation
- How to get past the fear or shyness in talking up libraries

NELA report to the NHLA Executive Board – June 2023

Since we last met, I've attended both NELA and NHLA Executive Board meetings, and Officers meetings, respectively. Additionally, there has been a meeting to discuss NHLA's mission and vision statement.

The NHLA Spring conference was great and NELA was very happy to be included and get a chance to reach out to NH librarians. Thanks so much!

NERTCL has a virtual conference coming up on June 30th. It is about using social media as an outreach tool. You can find out more [here](#).

Bob Schier has resigned. NELA is hoping to hire a person to do his job soon.

NELA will soon release its slate of candidates for the next election in the fall, so keep your eyes peeled for your chance to vote!

Though the deadline for proposals has passed for the fall conference, However, the conference committee wants everyone to know that if they have a really fabulous idea for a session, don't hold back! Send your ideas to conference@nelib.org

Respectfully submitted,

Amber Coughlin

NELA Representative

ALA Councilor Report

06/09/23

Current Board members:

Amy Lappin

Upcoming Activities/Programs/Events:

- ALA Annual Conference in Chicago, June 22,2023 -June 27, 2023

Income/Expenses and Balance of Account: N/A

Other News:

While Council work has been fairly quiet (as it tends to be between conferences), ALA has been busy fighting challenges and advocating for library funding.

There are some wins, including President Biden [announced measures to better support the LGBTQIA+ community](#) including a newly appointed position within the Dept. of Education to combat book banning.

ALA Executive Director, Tracie D. Hall was honored as one of Time Magazine's 100 Most Influential People in April. If you haven't seen her [speech](#), it's an inspirational 3 minutes.

On a personal, but ALA related note, I have been appointed to the ALA Executive Board through 2025 to fill one of the new Executive Board positions that were created by the [by-laws](#) changes passed by Council and adopted by membership in April.

Respectfully Submitted,

Amy Lappin
NHLA ALA Councilor

New Hampshire Library Trustees Association Liaison Report
NHLA Executive Board Meeting: June 13, 2023

NHLTA Meetings of May 3 & June 7, 2023

Election of Officers: President Marcia McLaughlin, Vice President Anne Chant, Secretary Kathryn Parenti, Treasurer Mark Branoff, and Past President Conrad Moses.

A vote to change the 2024 Conference date was approved. The conference will be on June 5 at Grappone Center. The change of date is due to the Center schedule availability, and not being so close to the NHLA conference.

HB 321: This bill concerns with unsealing non-public minutes after 10 years. It amends RSA 91-A:3. And eliminates RSA:3, III. This bill revised by the House May 24 after returned by the Senate. Not sure where it presently stands The Board had a discussion and agreed not to support the Bill. These minutes would have no value after 10 years but could cause detrimental to those involved

The 2023 Conference was well received and very successful. There were 241 attendances and represented 94 libraries.

Bingo winner Libraries: Gale Library Newton (\$100.00), Wilton Public Library Wilton (\$70.00), Barrington Public Library Barrington \$50.00, Goodwin Public Li

NHLTA retreat was held on May 23 at the Common Man Restaurant on May 23. Tom Ladd was the presenter. The focus was on strategic planning, expanding board and committee members, and resources and ways to benefit our members.

NHLTA Newsletter: Next date for Fall newsletter's articles is September 1st.

NHLTA next meeting – Wednesday, August 2, 2023, 9:30-12:30 Virtual
This meeting will be a continuation of our retreat.

Trustee Orientation workshop: July 17, 2023, from 10 to 2 at NHMA.
Registration is up on NHLTA's website at <https://nhlta.org>

NHLTA regional meeting:
June 10 Webster Free Public Library, 1;30-3:00pm
September 21, Peterborough Town Library 10:00-11:30am

Reminder NHLTA Trustee 101 is on our website to download.
This is a compiled package of material for newly elected Trustees. It is also a great reference for all Trustees.

Respectfully submitted,
Conrad Moses
NHLTA Liaison
Website: <https://nhlta.org>

Membership Chair's Report – June 2023

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	-	-	-	-	-	-	-	-	-	-
First Time Member	129	70	54	54	5	-	-	1	6	
Library Run by 1 Person	16	13	3	3	-	-	-	-	-	
Lifetime Member	47	47	-	-	-	-	-	-	-	
Retired Librarian	8	5	3	3	-	-	-	-	-	
Salary \$25,000 - \$50,000	231	167	61	61	3	-	-	-	1	
Salary \$50,000-\$75,000	121	101	22	19	-	1	-	-	-	
Salary over \$75,000	48	41	7	7	-	-	-	-	-	
Salary under \$25,000	129	79	48	48	1	-	1	-	-	
Trustee/Friend/Student	35	20	15	14	1	-	-	-	-	
Unemployed Librarian	2	-	2	2	-	-	-	-	-	
Total	766	543	215	211	10	1	1	1	7	

Notes & Issues

NHLA Memberships are higher now than before COVID!

Membership year	# NHLA Membership	% change
Jan-Dec 2019	521	base
Jan-Dec 2020	521	0%
Jan-Dec 2021	461	11.5%
Jan-Dec 2022	503	9.1%
Jan-Dec 2023	543	7.9%

I am in the process of weeding the “lapsed” members whose accounts have been inactive since 2022. Their accounts get archived and are always available to be reactivated.

There have been a few membership complications this year, but I believe we have dealt with all of them appropriately. I really enjoy the opportunity to speak to people when there are questions and it is fun to be able to put faces to names when I have the opportunity to attend NHLA events.

We have added 4 [ALA Member Value memberships](#) this calendar year. These student-level memberships are offered to people who have entered an ALA accredited MLIS program.

Respectfully submitted,

Linda Pilla – NHLA Membership Chair

NHLA Scholarship Committee Report, June 2023

Current Board members:

- Carlos Pearman, Chair
- Tom Ladd
- Sarah Leonardi
- Jess Ross

Meetings/Programs/Events

None.

Winchell Loan Repayment Options

During this past two months, the committee chair fielded a question regarding alternate methods of payment for the Winchell Loan and is working with the NHLA Treasurer and the NHLA Membership Database administrator to explore possible electronic payment and/or credit card payment options.

Submitted by Carlos Pearman, Chair

NHLA Paralibrarian Section

Current Board members: Heather Rainier, Past President/Interstate Liasson; Cyndi Burnham, President; Julie Spokane, Interim VP; Katie Ondre, Secretary; Pam MacDonald, Interim Treasurer; Amanda Alwyn, Webmaster, Carla Ferreira, Certification Review Committee Chairperson; Hope Garner, Education Committee Chairperson; Krista Bordeleau, Newsletter; Molly DiPadova/Ali Wood, Membership Committee Co-Chair; General Board Members Anne Meyers, Cheryl Ingerson, Mary Ann Shea, Lee Ann Chase

Upcoming Activities/Programs/Events: In Planning for the Fall Classes:

Basics of Library Managemnt

Weeding and Collection Maintenance

Introduction to Canva

Preparing Your Para Certification Application

In Planning for the Spring 2024 – we hope to bring back what will be a bi-annual Mini-Conference, with awards of Certification and an educational speaker, with a light meal. We intend to subsidize the cost of the conference to give back to the members of the section and make it affordable for all to attend.

Income/Expenses and Balance of Account:

Total Income FY 2023	\$1,450.70
Total Expenses FY 2023	\$0
Balance as of 5/31/2023	\$8,475.55

Other News:

Since the February 2023 NHLA meeting, the Paralibrarian Section has been active in rebuilding the section.

We have filled the slate of Board Member Vacancies with a vibrant, energetic group of volunteers.

We are actively seeking Committee Members to support the Education and Mini-conference Committees.

Mindy Atwood has provided valuable support in generating ideas for gaining momentum with NH Library Director support and buy-in from the NH Library community in understanding the importance of the Certification Program as a means towards Professional Development for Non-MLS library staff.

The Section anticipates creating a Board Role NH Director's Liason, to help support the relationship and communication with Director's in the state.

We have successfully held classes this spring:

Basics of Cataloging and Classification

Preparing Your Para Certification Application

Respectfully Submitted: Julie Spokane, Interim VP June 9, 2023

Technical Services Committee Report

06/09/23

Current Board members:

Angela Brown, Chair

Anne Murphy, Website Coordinator

Upcoming Activities/Programs/Events:

- Series presentation and Ask-a-Cataloger : June 27, 2023 at 2pm via Zoom

Income/Expenses and Balance of Account: N/A

Other News: The TS Committee hosted a technical services roundtable at the NHLA Spring Conference that was attended by 12 people. Topics discussed included Library of Things, weeding AV collections, alternative classification systems, and more. It was a great discussion and it was wonderful to be able to meet in person.

Respectfully Submitted,
Angela Brown
TS Committee Chair

Wild Apricot Database Report (6/13/23)

Database Admin: Lisa Jose

Upcoming Activities/Programs/Events:

- Future discussion with other New England library association representatives may take place regarding banding forces to sign up for a group membership with Wild Apricot (WA).

Income/Expenses and Balance of Account:

- WA membership management software renewal invoice was paid on 5/26/23 by the NHLA Treasurer (\$2,592/yr.; part of unrestricted budget)

Other News:

- In April, spoke to now-former NELA database manager, Bob Scheier, regarding possibility of an umbrella membership under NELA's management software "MemberClicks" (created by Personify, the same parent company for WA). Here are the takeaways from our conversation:
 - There are no umbrella memberships for states; he was assisting other state associations
 - Price we're getting for Wild Apricot (even with this year's increase), is a very fair price
 - WA is the best database software out there for an organization our size
 - Functionality is robust; others priced lower don't have the features we need
 - Bob left NELA in late April, and is now assisting the Maine Library Association
 - He & I will have discussions other NE library association reps re: leveraging good group price
- Forwarded incoming Membership inquiries to Membership Chair
- Assisted Conf. Chair with addressing multiple Spring Conference registration issues
- Assisted Treasurer & Membership Chair with investigating duplicate/missing/unlabeled payments
- Answered Treasurer's inquiry re: feasibility of submitting a credit card payment to repay scholarship loan
- Reached out to members moving to new positions at different libraries to update their contact information
- Continuing as liaison between Treasurer, Membership Chair, and Bookkeeper

Respectfully Submitted,

Lisa Jose

Wild Apricot Database Administrator