

Paralibrarian Meeting
January 26, 2017 10:00 AM
Hooksett Library

Attendance: Lee Ann Chase- Hooksett, Edmund Lowe-Nashua, Sarah Frost-Belmont, Julie Spokane- Brookline, Heather Rainier- Hooksett, Cyndi Burnham- Goffstown, Lisa Cutter- Amherst, Deb Hoadley- Sandown.
Call in- Eileen Gilbert- Belmont, Sarah Cornell- Portsmouth, Adam Di Filippo- Plymouth.

Called to order: 10:08

Old Business:

Approval of Minutes from October 27, 2017 and August 25, 2017 Sarah Frost motioned, Julie 2nd all approved.

Education Chair Yvette Couser has stepped down. Eileen Gilbert will now be the Education Chair.

Role descriptions- moved to next meeting so all chairs could have theirs ready.

Spring Classes: May 18th Advanced Cataloging with Brittany Buckland. Eileen will ask about a different day as there are other meetings happening around the same time and it may be hard to be out of library another day. Will let us know.

June 8th Internet Self Defense- Mark Glisson and Chuck McAndrew.

Eileen will reach out to Peggy Thrasher to see if she would do more classes but at a different time. Maybe for April.

Mentor Program- Marilyn Borgendale has volunteered to be a mentor to hold workshops on how to plan programs and workshops ~~in the library~~, not just a one and done. Deb talked about that they had in MA a 6-9 month program that included Leadership, public speaking, advocate series of how to's. Sarah Frost asked Deb if this is something that CE would have any interest in pursuing. Heather thought it would be good as it would pull more people to help out with it. Edmund will be the Paralibrarian liaison with Deb to work on this to gauge broad interest and feasibility.

New Business:

Deb Hoadley came to talk to us about the Continuing Education Committee. NHLA is revamping the website and will have a master calendar show all of the classes that are being offered 3-5 years out and who is offering them, be it Co-ops, Bobbi, Continuing Ed, and Paralibrarian. Would like to see us work together. She told us about the McDonald Grant and that there is \$2500 available. Talked about finding trainers for offering a core collection of recurring classes and using funds to pay for instructor traveling or other needs. Would like our input as they are just starting to get the committee reworked. Would like to see NHLA have a standard catalog of courses. Our section will be able to add courses. Having the calendar would be great so that all that are planning classes or programs can see when

others are and plan accordingly. The master calendar will ensure classes do not run all at the same time or when other conferences or meetings are happening.

The transition of CE handling core courses will happen in the fall and all of the Paralibrarian courses that are currently planned will remain. CE will meet in April, August, and September and they will be working on their course load. Deb let us know that anyone may sit in on their meetings. CE would be working on the cost of what the classes they would have would be. Julie let her know that we charged \$5 for members and \$10 for non-members as most people are paying for the classes themselves, not necessary the libraries. Our costs have been low as most of our classes are given by librarians throughout the state and who charge nominally or not at all as they feel it is a worthy cause. Asked about streaming classes and Deb said she would discuss that with the committee.

Heather and Sarah Frost let us know about a volunteer opportunity with the UNH Law Library. It is a 15 hour unpaid internship under the guidance of Ellen Phillips. The committee agreed that it be sent out to all members with what the point value would be and the appropriate form to use to document it. The internship is an example of potential training and could prompt the community to offer other opportunities that we do not know about.

Julie had wanted some reassurance re: Wild Apricot transitioning to ensure that the money transfers coming to her would be accurate and easy to identify what they were for. Sarah Frost addressed this concern at the last NHLA meeting and Sylvie and Marilyn said processes have been put in place to ensure that it would not happen again. Sarah Frost will connect Julie with Sylvie to set up Wild Apricot access.

Heather asked for board approval for level 3 certification for Samantha Gallo from Fuller Library. This was approved. She reported that there were 2 pending applications that had been returned for further clarification. The Review Committee is reviewing two additional applications: Lindsay Blanchett from Salisbury for her level 1 and Lee Ann Chase from Hooksett for her Level 4.

Heather would like to see us make some changes to the guidelines to have Levels 1 and 2 be done as separate levels so that the Review Board has worked with them twice. Levels 3 and 4 may be combined if the applicant wishes to. Heather would like to see removal of caps for sources of expertise pertaining to workshops and conferences. She suggested that an applicant could submit a request for an exception for exceeding the caps in which they make a case for their situation. The committee had some concerns about the removal of caps and the precedent this could set, particularly in instances with classes being done completely via webinars. Julie stated that the purpose of the caps was to encourage a broad array of learning and growth. Cyndi said that she supported keeping the caps because she was motivated to branch out to find other ways to receive her points so it is possible. Sarah Cornell said that she was open to empowering applicants to make their case via a written request for exception and leaving it to the Review Committee to decide if it was acceptable. Sarah Frost was open to removal of caps or a request for exception for Sources of Expertise but not for Categories of Library Service.

There was no decision made as the topic required further thought and a formal vote. It has been tabled for the next meeting when we do a full review of the guidelines.

Went over the duties of President and Secretary will add that for President the agenda will go out, at minimum, one week prior to the upcoming meeting. For Secretary, the minutes of meeting will go out within one week after the meeting. Secretary will send the official meeting minutes to the section membership chair for them to send out to all of members of Paralibrarian section, once approved. This was not done prior.

Sarah Frost talked about how the MA Paralibrarians have a Paralibrarian Award and a Paralibrarian advocate award. Is this something we want to pursue? Currently CHILIS does the Librarian Award, READS has READS Award of Excellence. It was agreed that it was something that we could work on for next year.

The Board discussed discontinuing Paralibrarian certificate presentation at NHLA conferences. Deb Hoadley suggested conducting it like the MA program does with a tea, something like the Great Stone Face, a mixer, or tied to another program with a built in audience such as at a spring workshop. Those that received their certificates did not feel valued or supported and there was low turnout for certificate acceptance. The presentation feels rushed and it would be nice to be able to say something about each person who is receiving their certification. Another suggestion was to do a 1/2 day or day conference, similar to the READS conferences, so that those working on their paralibrarian certification, and others, could get together and attend workshops with a keynote speaker. Make it special with breakout sessions. Then they can see others receive their certificates and be motivated to work towards their own. The READS Conference at the Audubon Eileen said cost \$250-\$300 (excluding catering). It was agreed that presenting certificates at Paralibrarian sponsored workshops, perhaps once or twice a year, would be preferable to presenting them at NHLA conferences.

Sarah Frost is setting up a date to meet with the Massachusetts Paralibrarian Board to explore options for reciprocal recognition for certification and possibly a regional option. Deb also talked about adding a Paralibrarian section to NELA. There is a process to join and we would need to talk to the other states to see if they would like to have their Paralibrarian group have a member of the board. Joining NELA as a section requires a signed petition.

Financial - Julie let us know that as of 12/31/2017 there is \$3,286.00 in our budget. Last year we budgeted for 75 members and had 55 actual members. This year there are currently only 6 paid members. We had a bump in renewals last February so it's possible that renewals are still coming in. Hopefully our membership numbers will be up by the time of our next meeting. Adam will send out a reminder to register to join the Paralibrarian Section when signing up for NHLA via NHAIS-L. Julie also reminded everyone if they have anything that they need to be reimbursed for to send it to her.

Reminder to all to read the guidelines and let Sarah Frost know what changes they would like to see.

Next meeting- March 23, 2018 at 10:00 at Hooksett Library

Meeting adjourned 11:56

Respectfully submitted,

Lee Ann Chase/Hooksett Library