

Unofficial

Paralibrarian Meeting
March 23, 2018 10:00 AM
Hooksett Library

Attendance: Eileen Gilbert-Belmont, Julie Spokane- Brookline, Edmund Lowe- Nashua, Lee Ann Chase- Hooksett, Lisa Cutter-Amherst, Cyndi Burnham- Goffstown.

Remotely: Kathy Watson-Atkinson, Sarah Frost-Belmont, Sarah Cornell- Portsmouth, Heather Rainier-Hooksett.

Amend the January 26, 2018 meeting minutes-Mentor Program- second line-after programs and workshops remove-in the library.

Approval of January 26,2018 minutes- Julie as amended, Edmund 2nd ,approved by all.

Adam-Membership chair had a question about term limits. Board members are voted on committee members are appointed.

Eileen will add role descriptions to Paralibrarian section on the Nhlibrarian.org site. Sarah Frost will modify them and send them to out to us to see before they are added.

Treasurer Report

The current balance in our account is \$3,476.66. There is a total of \$150 currently paid in as membership dues, which would indicate 30 members so far. NHLA has asked us to submit our Budget for FY2019. I took it upon myself to submit the following information based on the last few years: Dues I held even from last year at \$375 (75 members). We actually had 74 members paid in from Jan - May last year. Certification Fees I held even at \$200. We had less last year, but already have \$150 so far this year (July - Mar). Workshop fees I increase from \$600 to \$700. We have budgets 6 classes X 20 attendees X \$5, but many times we are getting the increased fee of \$10 for non-members. So far this year we have \$520, without the two classes coming up in the spring. For expenses, I budgeted \$1,225. This is way up from last year, as we made an adjustment to include Conference Fees for Certificate Recipients. NHLA was supposed to charge us for the Spring Conference, then didn't. We do still also continue to budge for \$100 per class held, in case a presenter needs mileage reimbursement, etc. I thought we should leave this at the higher level, because if we choose to have our own mini-conference, we will need that money set aside for that, instead of the NHLA Conference Fees.

Overall, that would be \$1,275 in income and \$1,225 in expenses. Almost a net even, still leaving most of our account balance untouched.

Dara Bradds has asked that all sections have a member at the Conference planning meeting, Sarah Frost will attend the meeting on April 9th.

Ask Adam to send out an email that says that it is never to late to join the Paralibrarian group.

Julie brought up that NHLA uses paypal and there is fee to use paypal. She is not sure about the cost of using paypal is and if NHLA will be passing the cost on to the section. Julie will check on this. Kathy asked about us using the paypal as her director finds it easier to use the library credit card to pay for things like this.

Discussed raising the cost of Paralibrarian classes. Suggestions of \$10 or \$15 for members and \$15 or \$20 for non members. Went back and forth about classes being accessible, so far we have not had to pay for instructors but to offer other classes we may need to. Sarah call a vote to raise the cost of classes to \$10 for members and \$15 to non-members and not use paypal at this time, Eileen 2nd approved by all. This will go into effect for Fall classes.

Spring Classes

Advanced Cataloging on May 18th currently has 11 people

Internet Self Defense May 25th currently has 4 people

There is a cap of 20 people for classes.

Eileen will contact Peggy Thrasher about scheduling some Excel classes.

Eileen let us know about the READS roundtables coming up along with a READS and ITS program on May 11th on Westboro repair cafe and makerspace.

Review Committee

Board voted to approve: Lindsey Blanchett from Salisbury for Level 1

Lee Ann Chase from Hooksett for Level 3 and 4

Worked on the changes for Guidelines

April 5th at 10 at Hooksett will hold a special meeting to finish going over the guideline changes.

April 27th at 10 at Hooksett meeting with the MA PARA group.

June 1st at 10 at Hooksett for Board meeting

Adjourned 12:02

Respectfully,
Lee Ann Chase, Secretary