

Paralibrarian Board Meeting  
August 31, 2018 10:00 AM  
Hooksett Library

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

Remotely: Sarah Cornell-Portsmouth

Call to order: 10:00

Motion to approve June 1, 2018 meeting, Julie motioned and Edmund 2<sup>nd</sup> and all approved.

NHLA Spring Conference has asked the Paralibrarian section to present a How to prepare for your Paralibrarian certification class and they would like to have 2 sessions. Julie said that she would be willing to work on this. Conference is on May 9-10. Was asked instead of second session have a panel of directors to meet to talk about how to support non-MLIS staff as majority of directors like the concept of the Paralibrarian Certification.

Discussed about paying for 2 members of the committee to go to the conference, motion was made by Edmund to vote on this with Heather 2<sup>nd</sup> and all in favor, yes with none opposed.

NHLA would like a representative from each section to work on the Website committee. Adam to send out to list to ask for member to work on this. ( Kim at Wadleigh Memorial).

They would like all documents from sections to go to their Google drive (Marida Clemens at Nashua). Would like all sections to have their terms to line up with NHLA starting with newly voted members to take over with their first meeting in December so that they have the prior board members help.

The following are the nominations: Vice-President/President-Elect- Katherine Bollenbach, Belmont  
Secretary- Amanda Alwyn, Laconia  
Treasurer- Julie Spokane, Brookline

the ballot was sent to Adam to go out on Friday.

Treasurer's Report

Julie sent out the end of year report – I have added to meeting minutes.

As of today there is \$4039 in account.

She let us know that membership dues are light. With library members helping us by doing the classes for free we have not have to use much money from our account.

Do we need to re-energize by going to the co-ops again? It was decided yes we should. Discussed about sending out to all directors what the Paralibrarian Certification is all about and getting the emails from the state report. Asking them to let their staff know about it and how it would benefit their libraries.

When we do go to talk about the Paralibrarian Certification we will also ask the directors if they would be willing to let staff go to a mini-conference for Paralibrarians so that their staff can learn about it.

Heather and Eileen to work on a write up to take to co-ops.

Eileen to contact the co-ops to find out about getting on their agendas.

Sarah said that she is willing to help out with going to the co-ops.

Cyndi will be exploring about the mini-conference.

Eileen let us know that the classes still have openings.

NHLA Continuing Education Committee is working on having classes similar to what Massachusetts has. Hoping to start in January but they are still working on getting it all together.

We will continue with offering classes for Spring.

New classes to offer-

Reference class, something in the children's or youth services-Youth non-fiction collection development, Weeded now what? Where to go to find replacements?

Eileen to connect with Christine who is doing the weeding class to see if she has suggestions for a class after weeding.

Edmund will talk with the staff at Nashua to see if they have any suggestions also.

Review Committee

Anyone working on their Paralibrarian Certification wanting to use the guidelines dated 4/14/2017 will need to have them in by November 1<sup>st</sup>. After November 1<sup>st</sup> we will be using the new guidelines. Have Adam send this out to the group.

Julie tried filling out her certification for Level 4 using the new guidelines and she said that she was having a hard time reaching the required points. Suggested that we either lower the points from 400 to 350 or extend the 3 year time frame to 4 years. Discussion and it was decided that we would lower the points number to 350. Motion was made Cyndi and 2<sup>nd</sup> by Lisa all-yes with Julie abstaining.

Heather will make the changes and send them out.

Sarah to send a copy of the updated guidelines to the Massachusetts group to look over before we meet on September 28<sup>th</sup>.

Next meeting: October 19<sup>th</sup> at 2:00 at Hooksett Library.

Adjourned at 11:21