



**READS Executive Board Meeting**  
Friday, January 13, 2023 10:00AM

Meeting called to order at 10:04 AM

Members Present: Sue Harmon, Eileen Gilbert, Brianna Hemmah, Jane Martina, Alexa Moore, Liz Ryan, Natalie Moser, Laura Pezone, Gail Zachariah

I. Call to Order

Mission /Changes to agenda Introduction of new members and guests  
Gail Zachariah, new READS-to-Go chair.

II. Acceptance of minutes from November 18, 2022

**Motion to accept minutes as written made by Natalie Moser, Liz Ryan seconds.  
Motion carries.**

III. Reports

1. Treasurer's report, Laura Pezone

- Domain renewal for Kitkeeper apx. \$42.
- \$225 allotted for READS Round Tables.

2. Executive Board reports

President, Sue Harmon

Brianna Hemmah will reach out to IFC to put materials onto the repository.

Vice President, Brianna Hemmah

NHLA Conference fee \$100/day members,  
\$125/day for non-members. 3-5 programs per section.

Conference committee currently meeting weekly.

Past President, Natalie Moser

Membership, Liz Ryan

Programming, Eileen Gilbert

READS-to-Go, Gail Zachariah

Alexa Moore will investigate issue with reaching Reads-to-Go committee minutes.

Public Relations Chair, Jane Martina

Website Coordinator, Alexa Moore

Having database filtering set to two years instead of

one moving forward.

#### IV. Old Business

- Adding youth kits to RTG
  - YALS will be discussing this at their meeting on the 26<sup>th</sup>.  
**Motion to table topic made by Brianna Hemmah, seconded by Natalie Moser. Motion carries.**
- READS GoodReads Group
  - Motion to submit for approval by NHLA Executive Board  
READS GoodRead Group made by Alexa Moore, seconded by Liz Ryan. Motion carries.
  - Updating description to clarify adult and young adult books for adult readers.

#### V. New Business

Update Contact List

Have current term of office on website instead of total years of service.

2023 Calendar Update – Review dates and deadlines

Sue Harmon will check with Natalie Moser, Liz Ryan and Laura Pezone about calendar at next meeting.

Transitions check-in

Award of Excellence Committee

Set Goals for 2023

- Documentation
  - Adding READS meetings and committee meetings to Google Calendar
    - Inform Alexa of committee meetings when they are planned.
  - November 17 meeting instead of November 11 due to Veteran's Day.
  - Adding Programming Committee minutes to Website
    - Minutes will start to be taken at READS Programming Committee.
    - Two years of READS-to-Go minutes on the website. Remainder of minutes saved elsewhere.
    - Website has the potential for uploading minutes even if not linked to.
    - Determining where on the website to upload programming committee minutes to.
  - Adding monthly tasks chart to website: ready to be put on website, determining best location for it.
  - Add NHLA/NELA presentations to Resources page: space available for current presentations.
  - **If any committee members have recordings from NELA/NHLA conference, please forward the links to Alexa Moore.**
- NHLA Spring Conference
  - Library book box program from Wadleigh Memorial Library.
  - Reference interview program.
  - Value of READS-to-Go program due to librarian turnover.
    - READS-to-Go book-tasting.
  - Reader's advisory program.
    - Becky Spratford as possible virtual presentation.

VI. Adjournment

1. Adjourned at 11:12 AM.

## Treasurer's Report

**Balance 11/18/2022** **\$3,215.31**  
**Income:**

|                |       |
|----------------|-------|
| Interest       | 0.09  |
| Membership     | 80.00 |
| Fall Program   |       |
| Reimbursement  |       |
| Spring Program |       |
| Overpayment    |       |

Reconciliation

### **Expenses :**

|                              |  |
|------------------------------|--|
| Membership                   |  |
| Publicity                    |  |
| Fall Program                 |  |
| Annual Meeting               |  |
| Award of Excellence          |  |
| Program Support              |  |
| Refund                       |  |
| Spring Program               |  |
| NHLA                         |  |
| READS TO GO                  |  |
| Banking fees (bounced check) |  |
| Misc.                        |  |

**Balance 1/13/2023** **\$3,295.40**

Respectfully submitted,  
Laura Pezone, Treasurer

## READS President Report – January 2023

I attended the December NHLA Executive Board meeting with Natalie on 12/8/22.

- NHLA Lobbyist gave a talk on the NH Legislative process.
  - Session starts Jan 4, Hearings start Jan 9
  - 1/3 of legislative seats are new—connect w/ reps!
- We said goodbye to Lori Fisher, who has taken the State Library position for Maine.
- Amy Lappin has been appointed to complete Lori Fisher's term as councilor.
- NELA- The next NELA conference will be in Springfield, MA. Possible themes:
  - NELACON: Not All Heroes Wear Capes
  - Choose Your Own Adventure
  - The Roaring 20s
- NHLA- the Spring conference will be May 4 & 5 at Mill Falls. Daily rates for attendance still TBD.
  - All sections and committees are asked to help contribute.
  - [NHLA Spring Conference Request for Proposals - 2023](#)
  - Please keep speaker fees at \$250-\$500
  - Use this link when booking any rooms: [NHLA Hotel Booking Link](#)
- NELS – This year, Tier II will run April 24-27. Tiers 1 and 3 will run next year.
- Membership – There is a strange thing happening in WA where a member can become inactive even when their account should not expire until January 1. Keep an eye out! Linda Pilla and Lisa are working on finding out why this happens.
  - Also, if a section needs to deal with a refund or cancellation of a payment, contact Linda or Lisa. DO NOT ATTEMPT to do anything without their guidance.
  - Please take care of event non-payments ASAP.
- NHLA Paralibrarian's section is in desperate need of board members. Due to low numbers, the current board has made the decision to go inactive during Jan-Feb. If they cannot meet the requirements of a quorum, then they will be forced to resign the section. Please reach out to any paralibrarians you know who may be interested. They are looking for:
  - VP/President
  - Review Chair
  - Secretary
  - Membership Chair
  - Various Committee Members
- Intellectual Freedom Committee – is beginning and outreach initiative for 2023: Live Free or Read posters. Sy Montgomery has agreed to participate, and they are working on other notable people to include in the campaign. They will create templates for the posters and a how-to for libraries to create content for their community members. It was suggested that the READS repository would be a good place to host.
  - Lauren Rettig ( [lrettig@sps.edu](mailto:lrettig@sps.edu) ) & Julia Lanter ( [exeterpljal@gmail.com](mailto:exeterpljal@gmail.com) )  
Committee Co-Chairs

Respectfully submitted,  
Susan Harmon

## **Vice President Report 1/13/23**

### READS Repository

There was a pending submission that had an issue with the file download. The sender was no longer able to find the original file and has asked us to disregard the submission.

### NHLA Spring Conference

I attended the NHLA Spring Conference meetings on 1/3/23 and 1/10/23. They are looking for 3-5 proposals from each section, with a speaker fee limit of \$300-\$500. The cost to attend will be \$100 per day for members and \$125 for non-members. The 25% speaker discount will be limited to full presentations, so facilitators will have to pay full price. The committee is finalizing the unifying theme of the conference.

Respectfully Submitted,

Brianna Hemmah  
READS Vice President

## READS Past President Report – January 2023

Attended the NHLA 12/13/22 Executive Board meeting, along with Sue Harmon.

Met with Sue to discuss the transition. Provided her with login credentials for NHLA READS Google Drive and Go-To-Meetings account. Reached out to Denise to add Sue to the NHLA Executive Board email group. Sent the master USB drive, after updating with all of READS 2022 documentation, to Manchester Library via the Van.

Assisted Brianna in renewing the GoDaddy domain for KitKeeper. Up to now, renewal was paid for by the READS-To-Go Chair and then submitted for reimbursement. After speaking with Denise, it was decided that NHLA would use their credit card to pay for the renewal and the READS Treasurer would then reimburse the amount.

The 2023 Awards Committee will consist of the Immediate Past President, Kersten Matera, the three most recent Award of Excellence recipients, and myself.

Respectfully submitted,  
Natalie Moser

**READS Membership Report: January 13<sup>th</sup>, 2023**

As of January 5<sup>th</sup>, we have 105 active members. However, this is right around renewal time so we know that number will change. There are member that are technically active, but are noted as retiring as of a certain date and are still in the grace period, and there are roughly 61 members whose renewals are pending. As with last year, we will get a more accurate count in March. We have 6 new members, and a few returning members whose membership had previously lapsed.

**Newsletter**

The last newsletter went out on December 6<sup>th</sup>. It went out to 144 members with one bounce (From what looks like an email address that no longer exists) and was opened by 83 members and the links were clicked 18 times, with the most being for the adult programming recommendations.

The next newsletter will go out on February 7<sup>th</sup>.

Respectfully submitted,

Liz Ryan



## READS Program Committee Report – January 2023

The READS program committee has met virtually three times November through January. The Spring Roundtables have been scheduled. This year we're working on an east-west orientation for the in-person Roundtables. In 2024, we'll look for libraries in the northern and southern part of the state, and plan to rotate thereafter. All the Roundtables will start at 10:30am.

Virtual Roundtable Tuesday March 14

Newbury Roundtable Tuesday March 21

Rye Roundtable Wednesday March 29

*Constant change and challenge from without and within can tire a library worker and make it hard to be at your best in the workplace. Those same forces are acting on your colleagues and patrons. The READS Roundtables this year focus on advancing workplace mental health. Join us in sharing ideas and practical solutions to avoiding work-related burnout.*

Sharing this information Liz Ryan for the February newsletter. Registration will start February 1. The READS fall conference is scheduled for the Common Man at Plymouth on Friday October 13. The program committee is in the process of finding speakers. We're talking to the Intellectual Freedom Committee to find NH librarians for a panel discussion on materials and program challenges in NH. We would like a speaker on balancing priorities when community requests conflict with your collection development objectives or judgment.

## **READS-to-Go Committee Report, 1/10/23**

### **Kit Development**

- At the request of the hosting library, we removed A Girl Called Zippy from KitKeeper.
- Recently added kits, including American Dirt (Concord Public), Rooted (Concord Public, Project Hail Mary (Manchester), and Grey Bees (Fitzwilliam Town Library), have been added to KitKeeper.
- Kits in the process of being added include: Crying at H Mart (Dover Public Library), Lessons in Chemistry (Dover Public Library), Mexican Gothic (Keene Public Library), Remarkably Bright Creatures (Keene Public Library).
- Approved titles waiting for a host include: Band of Sisters, The Four Winds, The Last Chance Library, Leave the World Behind, The Personal Librarian, The Reading List, The Rose, and The Seven Husbands of Evelyn Hugo, The Lincoln Highway, and The Midnight Library.

### **KitKeeper Statistics**

- As of January 10, 2023, there are circulating 222 kits in KitKeeper.
- In November and December 2022, there were 224 KitKeeper reservations made.

## **Reads Public Relations Report January 13, 2023**

### **Newsletter:**

- The December/January Newsletter was sent out on December 6, 2022. The next newsletter is scheduled to go out on February 7, 2023. Some potential topics for the upcoming newsletter include: membership renewal reminder, Spring Roundtable publicity, New READS To-Go Kits, READS Repository and Programming Database highlight, or any additional adult services highlights.
- Converted December/January Newsletter into a PDF for Alexa to post on the website.
- Brainstormed new ways to promote READS Newsletter.
- Started working on social media posts to promote READS benefits.

### **Goodreads:**

- Continued to add Wadleigh Memorial Library Staff Picks to the “Staff Picks Shelf” using the Appeal Terms and Language from Alexa’s Goodreads Guide.

Respectfully Submitted,  
Jane Martina  
Public Relations Chair

## **Website Coordinator Report: January 13, 2023**

### **Website Updates:**

- Homepage
  - Updated Board Members and Committee Chairs to reflect 2023 Board
  - Added a few newsletter topics to Homepage - renew membership, programming committee, and new year, new programming ideas
- Reads-to-Go
  - Worked with Brianna to add meeting minutes, annual reports, and collection development policy to the RTG page

### **General Updates:**

- Updated Website, and READS Executive Board Google Drive with:
  - Approved September 9th meeting minutes
  - Draft November 18th meeting minutes & draft October 25th Annual Business meeting minutes
  - December 22/January 23 newsletter
- Reported mobile menu issue to Yvette. Internal menus on Section & Committee pages are not accessible/viewable in smaller mobile views.

### **Program Database:**

- We have 71 submissions, 4 more since our last meeting.
- We have passed the 1 year mark for some submissions which means they will no longer show up in the Database. We can change this filter or remove it if we find it too restrictive.

Respectfully submitted,  
Alexa Moore