



## READS Executive Board Meeting

Friday, September 8, 2023 10:00AM

Members Present: Sue Harmon, Tanya Griffith, Natalie Moser, Eileen Gilbert, Matthew Gunby, Jane Martina, Alexa Moore

I. Call to Order

Meeting called to order at 10:09

Mission /Changes to agenda

Welcome Martha Simmons!

II. Acceptance of minutes from July 14, 2023

1. Change start time from 10:30 to 10:00

2. Motion to accept edited minutes made by Natalie Moser, seconded by Tanya Griffith. Motion carries.

III. Reports

1. Treasurer's report, Tanya Griffith

2. Executive Board reports

President, Sue Harmon

- Access to NHAIS list archive to search for old programs.

Vice President, Brianna Hemmah

Past President, Natalie Moser

- Membership to READS for winner will be compensated for next year.
- Funds for engraving, flowers and gift certificate (League of New Hampshire Craftsmen).
- Currently \$100 for award listed.
- Engraving is separate line item.

Membership, Liz Ryan

Programming, Eileen Gilbert

READS-to-Go, Martha Simmons

Public Relations Chair, Jane Martina

Website Coordinator, Alexa Moore

IV. New Business

- Fall Business Meeting Planning
  - President's Report
  - Approval of 2021 and 2022 business meeting minutes.
  - Quorum requires 16 members.
  - Award of Excellence Presentation.
- Handbook & Transition Guide
  - Add paper copies are available for three years.
  - Digital copies are available on the Google Drive.
- Programming Committee
  - Will be down to two members after this year's meeting.
  - Natalie Moser may be able to join the committee on a temporary basis.
  - Sue Harmon will plan on joining as she transitions to past president.
  - Alexa Moore will get back to the board if she is able to participate.
- Jane Martina will reach out to potential candidate for Public Relations position.
- Book Repair Workshop currently has a twenty-person waitlist.
  - Opportunity to coordinate with Paralibrarian Section.
- Goodreads Best Practices, new shelves – Alexa
  - Sustainability expressed interest in adding shelves to the GoodRead page.
  - Potential EDI interest as well.
  - Other sections can ask to have shelves created for their members.
  - Alexa Moore will reach out Sustainability to let them know this is a possibility.

## V. Old Business

- Library Program Calendars, Resources
  - MLA Programming Section.
  - Listserv meeting quarterly.
  - Potential for temporary committee and see if it made sense to change it to permanent committee.
  - Resources for incoming programming librarians.
  - Tips to connect with local and statewide organizations.
  - Jane Martina will be chair of ad hoc committee.

## VI. Adjournment

Next Meeting is Friday November 10<sup>th</sup> at 10:00.  
Meeting adjourned at 10:55.

## READS Treasurer's Report

September 8, 2023

Balance 6/30/2023 \$3,468.24

Income:

Interest 0.06

Membership 10.00

Fall Program 50.00

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 8/31/2023 \$3,528.30

Respectfully submitted,

Tanya Griffith, Interim Treasurer

## READS President Report – September 2023

1. Attended the April NHLA Executive Board meeting on 08/08/2023.
  - NHLA has reached the end of its previous 2-year strategic plan and will begin the process of developing a new one. Mindy is looking for chairs and members for the Strategic Plan committee.
  - The 2025 Spring NHLA dates have been determined. May 15-16 with May 14<sup>th</sup> as a setup day.
  - NHLA Fall Business Meeting on Nov 9 (10?) will host keynote speaker Dorothy Stoltz for a presentation of *de Bono's Six Thinking Hats*.
  - A new Large-Print collection is available through ILL from Talking Books.
  - The EDI committee will book James McKim to run a half-day orientation/training for new officers at the December Executive board meeting.
  - A zoom account for NHLA has been created, but due to 2-factor authentication safeguards, the account information has not been shared with the Executive board yet. We will continue to use GoToMeeting until that is resolved.
  - The Executive Board received some emails from the public concerning the statement ALA released prior to the August 8 meeting. Mindy sent out an email to the NHLA group reiterating NHLA's relationship with the ALA and addressed the emails from the public.
  - NHLA intends to sign on to Unite Against Book Bans campaign.
  - NELLs 1 and NELLs 3 will take place in 2024. NELLs 1 is an "Emerging Leaders" introductory workshop designed for early career librarians. NELLs 3 is for professionals who have been in the field for 15 years or more.
  - The NELA 2023 conference is in Springfield, MA, Oct 15-17. The theme is Everyone Can be a Hero. Early Bird pricing is through Sept 8. Featured speakers are Robin Bradford, Becky Spratford, Jessamyn West, Hanna B Harvey and Kelvin Watson. You can find the schedule of programs here: <https://nela2023.godaddysites.com/detailed-program-schedule>
2. I emailed Meena Jain from the MLA Program Planning Section about the Program Planners Best Practices Manual<sup>1</sup>. She let me know that it was a committee effort, and forwarded my questions to the committee members, but I never heard back. Jane and I discussed the logistics of adapting the document for New Hampshire library program planners. I added an agenda item to discuss the formation of a new ad-hoc committee, or "task force".
3. I reached out to Kersten Matera as the NH Bylaws chair to confirm the process of creating an ad-hoc committee and new permanent committees within a section.
4. I assisted Alexa and the Paralibrarians with researching a Book repair workshop instructor. I reached out to Bobbi Slossar, who connected me with Faithe Lakowicz, Circ Supervisor at the Concord Public Library, and Felicia Martin, NHSL Acquisitions Librarian. They had reached out to Bobbi previously for the same reason. Faithe let me know about a workshop they had planned on 8/8 with Nik Beauchemin from the Peterborough library. I then forwarded the information to Alexa.

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[https://docs.google.com/presentation/d/1GHc5uJwp19F1ysMFhuXGi7NOv\\_84VbxuHxgkMeTpMxc/edit#slide=id.g24f0f0f3cc2\\_0\\_0](https://docs.google.com/presentation/d/1GHc5uJwp19F1ysMFhuXGi7NOv_84VbxuHxgkMeTpMxc/edit#slide=id.g24f0f0f3cc2_0_0)

- a. I also reached out to former MCL Tech Services librarian (current GMILCS Administrator) Sarah St. Martin. She didn't have any leads, but did give me information on how to search the NHAIS list archives.

*“...you can search the email archives here:*

*<https://maillist2.nh.gov/mailman/private/nhais-l/>*

*You could also reach out to the NHAIS Help Desk directly, as someone there might remember: [nhu-pac@dncr.nh.gov](mailto:nhu-pac@dncr.nh.gov) 603-271-2141*

5. I coordinated with Lisa Jose for adjusting access for Matthew and Liz in Wild Apricot.
6. I emailed with Matthew and Natalie about the composition of the ballots.
7. I confirmed with Eileen the date of the Fall Business Meeting at the Common Man in Plymouth and coordinated communication with Alexa and Jane to make sure the correct date was published.
8. I emailed with Tanya – but didn't have much helpful information – about check deposits.
9. I forwarded a request from the Sustainability committee to Alexa about adding a Sustainable Books bookshelf. Melissa Mannon is interested in also adding a bookshelf for the EDI committee. Added agenda item to discuss best practices.
10. I reached out to Gail Zachariah on 8/16 with questions about some Reads-To-Go communications and learned that she would be retiring soon. I coordinated with her the return of RTG materials to Brianna, so she could get them to the new Chair.
11. I wrote a letter of recommendation for Natalie. Good luck!
12. I forwarded an email from Mindy Atwood on behalf of the Center for the Book's “book bag program” to Brianna. They were looking to collaborate, cross-promote, and otherwise support each other. RTG will continue the discussion.

Respectfully submitted,  
Susan Harmon

**Vice President Report 9/8/23**

READS Repository

There have been no new submissions to the READS Repository in the last 2 months.

Respectfully Submitted,

Brianna Hemmah  
READS Vice President

## READS Past President Report – September 2023

The Award of Excellence Committee has received four nominations. After an email discussion, Michelle Cole of Kingston Community Library was selected as this year's winner. Last year's winner, Courtney Vashaw, sent the plaque to Natalie, who will have it engraved. Natalie will also get a gift card to The League of NH Craftsman and a bouquet of flowers for the winner.

Ballots for the open READS Board positions of Vice President/President Elect and Secretary were sent to membership. Election results will be announced at the Fall Annual Business Meeting.

Respectfully submitted,  
Natalie Moser

**READS Membership Report: August 31st, 2023**

**Members:** As of August 31<sup>st</sup> we have 156 members, up from last meeting with one new member. And we're roughly right where we were this time last year. With 2022 and 2023, we've been in the +/- 150 range, so it is good to see consistency.

**Newsletter**

The August Newsletter went out to 134 members, with no bounces- Yay!

But it's down from 144 members in June- Sad!

Seventy Three members opened the email, and 31 clicked on the links. Unsurprisingly, the link that had the most hits was the ballot, with 15, followed by the link to Navigating the Storm with 10.

The next newsletter will go out on October 3<sup>rd</sup>.

Respectfully submitted,

Liz Ryan



## **READS Program Committee Report - September 2023**

Thanks to those who helped with the date confirmation and corrections for the fall conference. Registration is off to a slower start– currently nine people are registered. Jane posted the conference on social media and Alexa updated the website information

Details of the conference:

Navigating the Storm: Empowering Librarians to address social and political changes Join us for an insightful day of professional development that delves into the vital role of libraries in facing political and social challenges head-on. In an increasingly divided world, libraries have become centers of community conversation and controversy. We aim to equip librarians and library staff with practical strategies to handle these challenges candidly, respectfully, and effectively.

- E Michele Holt-Shannon and Lu Butterfield-Ferrell, Carsey School of Public Policy, UNH
- Diane Hathaway, Goffstown Public Library and James McKim, Organizational Ignition
- Melissa Mannon, Kingston Community Library

9:15-9:45am Coffee/Checkin

10am First session

11:15am-11:30 Break

11:30am-12:45 Second Session

12:45 -1:30 Lunch

1:30-1:45 READS Business Meeting/Award of Excellence

2pm-3:15 Third Session

## **READS-to-Go Report 9/8/23**

### Kit Development

Kits that have been recently added include: *The Sirens of Mars: Searching for Life on Another World* (Keene Public Library), *The Kitchen Front* (Keene Public Library), and *Mexican Gothic* (Keene Public Library).

Kits in the process of being added include: *Lessons in Chemistry* (Dover Public Library), *Jojo Unplugged* (Enfield Public Library), *Night of the Living Rez* (no host attached yet), and *Catch of the Day* (Meredith Public Library).

Approved titles waiting for a host include: *The Midnight Library*, *The Personal Librarian*, *The Reading List*, *Sea of Tranquility* and *The Seven Husbands of Evelyn Hugo*.

Approved titles not yet in paperback: *Remarkably Bright Creatures*.

### NH KitKeeper Genres

In June, the Committee added genres to each kit in KitKeeper. NoveList was used as a resource.

The genres decided upon were:

- General Fiction
- Historical Fiction
- Mystery/Thriller
- Science Fiction/Fantasy
- General Nonfiction
- Biography/Memoir
- History (Nonfiction)

### Reservation Statistics

There were 15 new kit reservations placed in May, 34 in June, 29 in July, and 15 in August. The next READS-to-Go meeting is scheduled for October.

Respectfully Submitted,  
Martha Simmons

## **Reads Public Relations Report September 8, 2023**

### **Newsletter:**

- The August/September Newsletter was sent out on Tuesday August 8, 2023. The next newsletter is scheduled to go out on Tuesday, October 3, 2023. Some potential topics for the upcoming newsletter include: READS Fall Conference, KitKeeper Genre filters, New Programming Database Highlights; New READS-To-Go Titles; READS Goodreads Group, Program Planning, or any additional adult services highlights.
- Converted August/September Newsletter into a PDF for Alexa to post on the website.

### **Goodreads:**

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

### **Social Media:**

- Publicized the READs Fall Conference on NHAIS, the NHLA Facebook and Instagram page as well as the Librarians of the 603 Group.

Respectfully Submitted,  
Jane Martina  
Public Relations Chair

## **Website Coordinator Report: September 8, 2023**

### **Website Updates:**

- Used READS newsletter language to update the website:
  - added the Fall Conference info to the Event Calendar and the READS homepage.
  - added the Election info to the homepage, and the Goodreads Group info to the Resources page.
- Added the buttons to the website on Homepage, Resources, & Programming pages
  - Used the buttons made in the newsletter on the website - I'm not a coder, so this was my way of cheating to get buttons on the website.
- Programming
  - Added July 20th Meeting Minutes to Programming Page
  - Updated Reads Fall Conference to correct date on Homepage, Calendar, & Programming pages

### **General Updates:**

- Updated Website, and READS Executive Board Google Drive with:
  - Approved May 12th meeting minutes
  - Draft July 14th meeting minutes
  - August/September 2023 newsletter
- Program Database: We have 84 submissions, 3 more since our July 14th meeting.
- Goodreads: We have 49 members, 1 more since our July 14th meeting.

Respectfully submitted,  
Alexa Moore