

1. Present: Marcia, Anne, Pat, Janet, Dee, Kathy, Connie, Katrinka, Deb, Conrad, Michelle, Rosemary and Mark.
2. Approval of minutes of December 20, 2022 meeting: Michelle made the motion, Deb seconded, the motion passed.
3. Annual Conference 2023
  - a. Update: All speakers and roundtable facilitators have been confirmed. Rosemary and Deb are still looking for companies to share their resources at exhibit tables. Bingo has been finalized. Deb and Rosemary meet with Ashley every other week and will meet with her Friday January 20. The conference will end at 4:00 instead of the usual 3:30, with breakfast at 8:00 AM. Deb learned that we have to use Grappone's equipment. Conrad said that there are three rooms without microphones. Deb will ask Ashley if we can or need to supply our own mics for these rooms.
  - b. Sponsors: Katrinka has seven sponsors so far. No premier sponsor yet, at \$1000. We have three exhibit tables so far. TD Bank would like to contact libraries to promote their sponsorship and TD Affinity, which the Hookset Library uses. Connie suggested that TD Bank should contact Michael York about this, to see whether they would be allowed to do this.
4. Workshops/roundtables
  - a. Michelle proposed a date of Monday, June 26, 10:00 – 2:00 for an in person Trustee Orientation Workshop, with the potential participation via zoom. RSVP date would be June 19. Marcia could promote this workshop in her speech at the spring conference. It could also go in the spring newsletter, with an announcement sent through Constant Contact. There will not be a new trustee orientation workshop at the conference, but there will be a roundtable, led by Marcia and Michelle.
  - b. Other regional meetings/roundtables: Katrinka would like to hold one at the Madbury Library, which would hold about 25-30 people. Deb volunteered the Peterborough Library for a future regional meeting. Anne will contact Liz Milligan at the Jefferson Library again about hosting a meeting. Conrad mentioned that enough parking at these meetings is important.
5. Trustee packet
  - a. Rosemary has written a cover letter. The packet and letter should be sent to librarians, to forward to all trustees.
6. Other Business
  - a. Marcia would like to encourage trustees to ask their librarians to list the trustees on their library and town websites, and to keep this updated. Marcia will include this in her president's message in a future newsletter.

Next meeting: February 21, 2023, via zoom, at 10:00 AM.

Respectfully submitted

Anne Chant