

## NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION

10:00 a.m.

September 3, 2014 NHMA

Present: Moran (delayed), Webster, Moses, Larochele, Martineau, Snelling, Davis, Branoff, Lord, Simpson, Knight, Hallenbeck, Kirwin, and Michael York, State Library Liaison.

Absent: Edelmann

Excused: Gaudiello

Meeting called to order by Vice President, Loring Webster at 10:00 a.m. The Pledge of Allegiance was recited

**MINUTES: MOTION** (Lord/Martineau) Minutes of August 4, 2014 approved. **PASSED**

**TREASURER'S REPORT:** Report emailed. The NHLTA Financial Review for the last fiscal year was handed out. This review was completed by public accountant, J. Kenneth Fordham, CPA, on August 25. Fordham's report matches NHLTA's June Treasurer's Report for fiscal year-to-date. Fordham also prepared NHLTA's IRS and NH Attorney General's filings. **MOTION:** (Moses/ Lord to accept the Treasurer's report. **PASSED**

### REPORTS

- **Education:** Gaudiello report emailed.
- **Newsletter** deadline is the Sept.3rd meeting
- **NHLA:** Moses emailed a report

**Tech Bits:** Hallenbeck discussed SWOT analysis (Strengths, Weaknesses, Opportunities and Threats). We also discussed the principles of branding; what is NHLTA's message?

President Moran arrived.

### OLD BUSINESS

- NHMA Transition: address needs to be changed in the second Membership notices. Judy Pierson of NHMA talked to the board about the process.
- Personnel Workshops: Knight and Lord, October 29<sup>th</sup> date for the workshop. It will cover the search process and personnel policies. Light refreshments will be served and people should bring a bag lunch. Adele and Connie will work on a promotional schedule.
- Conference: see emailed Education report
- NHMA conference: November 12<sup>th</sup> and 13<sup>th</sup>. NHLA has already registered for a table next to our table.
- Retreat: November 5<sup>th</sup> 9:00 a.m. to 4:30 p.m. Hallenbeck reviewed the online survey for retreat topics. Best practices running a library, making it the busiest place in town. We also discussed branding as a topic for the retreat. Adele and Dave will finalize the topic(s) and report at the October meeting.

### STATE LIBRARY:

- Michael York talked about the exhibit at the State Library of photographic prints from the Hillsborough Historical Society's Manahan-Phelps-McCulloch Photographic Collection covering 150 years of events, people, and places. The exhibit runs from Sept. 2 through Oct. 31, 2014. There will be a reception on Sept. 17.
- ALA has made available 15 sets of Legos®. These will be distributed via the co-ops. They are working on the "Maker Space" program and will be providing training.

- Advocacy during election campaigning: identify Candidates Nights in each district. NHLTA should identify trustees and friends and give them suitable talking-point materials to ensure library support. Examples: “Are you going to support local libraries in what they do for the elderly, children, etc.?” “Would you support libraries to continue to provide the quality services to the community and to support the outreach programs to the community?” The NHLA can identify the candidates for each district. The Library Directors would ask their Trustees to question the candidates. David is going to query the board about individual ideas to make a one-sentence clear, concise question to be asked of the candidate.

## **NEW BUSINESS**

### ***NHLTA ANNUAL AWARDS***

**Lillian Edlmann Trustee of the Year:** Doug Bencks, Durham Public Library

**Library of the Year:** Mary E. Bartlett Memorial Library, Brentwood

**Library Director of the Year:** Dorothy “Dottie” Billbrough, Colby Memorial Library, Danville

**Sue Palmatier Award for Outstanding Support by a “Friends of the Library” Group:** Friends of the Rye Public Library

**Special Library Service Contribution Award:** Elaine Brody, George H and Ella M. Rodgers Memorial Library, Hudson

Letters will be sent this week to the winners and to the rest of the nominations. The board thanked the Executive Committee.

Meeting Adjourned at 1:00 p.m.

Respectfully submitted,  
Carol Snelling  
Secretary

Next meeting October 1, 10:00 a.m. at NHMA  
September Hospitality: Loring Webster and Mark Branoff

### **MOTIONS**

- Minutes of July 2, 2014 approved.
- Accept the Treasurer’s report.

### **ACTION ITEMS**

- Adele and Dave will finalize the topic(s) and report at the October meeting
- David is going to query the board about individual ideas to make a one-sentence clear, concise question to be asked of the candidate.