

**NEW HAMPSHIRE LIBRARY TRUSTEES ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
Local Government Center, Concord, NH  
August 7, 2013

Present: Webster, Moses, Kirwin, Snelling, Cotter, Davis, Moran, Gaudiello, Branoff, Hallenbeck, Gilbert, Lord, Edelmann (Emeritus Director), and Michael York (State Library Liaison)

Excused: Knight

By phone: Meserve

Meeting called to order by Vice President, Loring Webster, at 10:05 a.m. The Pledge of Allegiance was recited.

Minutes: **MOTION** (Gaudiello/ Cotter) Minutes of June 5, 2013 approved with Branoff's name corrected. **PASSED**

Treasurer's report: Report emailed. Branoff spent the last month switching over to his system from Betsy's system. He is on a newer version of Quickbooks. Charges from Cornerstone were discussed. Gaudiello would like to know if the Cornerstone charges are what they said they would be. She stated if we are going out to re-bid NHLTA administrative services, we should review Cornerstone's performance in September, as the contract expires in November.

**MOTION** (Lord/Cotter) to accept the Treasurer's report. **PASSED**

Webster asked Hallenbeck to check on the state of our database at Cornerstone.

## **REPORTS**

**Fundraising Committee:** Cotter stated that our goal is to raise \$10,000 this year.

- Gaudiello discussed the annual conference sponsorship list and asked board members to review last year's list and forward names to her. Gaudiello has created a draft flyer to solicit next year's sponsors and added exhibit options. Mailing will go to last year's sponsors first and then, in late October, to everyone else on the prospect list. Realistic goal is \$6000.
- Bruce is going after the Charitable Foundation for a grant for the retreat. Board members need to be financially invested in NHLTA. Cotter suggested that any funds left over from the travel expenses be moved to income as contributions. Gaudiello asked about direct mail and consensus was that we don't need it this year.

**Legislative Committee:** Committee did not meet. Legislators will file bill requests for the next session in the fall.

**Education Committee:** No meeting in August. Next meeting September 3. Cotter wanted to know if libraries can hire part time employees from another library to work through a staffing problem.

**Vice President's Report:** report emailed

## TECH BITS

### 1. LISTSERV

- Questions for help come through NHLTA email ListServ
- Emails monitored monthly by those responsible for hospitality.
- We can provide best practices but not legal advice
- Trustees may need legal answers fast
- Kate can provide legal answers as Pro Bono work but not in real time
- Need system for rapid answers to questions (48 hours-turnaround time)
- Suggestions: Mary Searles, Law Librarian. Recruit and establish a legal Board of Advisors, or Legal Eagles
  - ☆ Make acceptance a mark of honor, with recognition such as a wooden plaque and bronze plate listing attorneys who participate
  - ☆ Differentiate from Pro Bono work
  - ☆ Ask Kate to help us identify potential candidates
  - ☆ Set up infrastructure to support 48 hour turnaround

Webster asked Hallenbeck and Moran to investigate Searles' suggestions.

2. ALA has information on The Affordable Care Act on their website. Hallenbeck will send a list of sites for information on the ACA to the board members. Each library must make the decision on whether they will provide the information on ACA. Gaudiello suggested a workshop on this for the spring. Webjunction will be the targeted website to provide information for the general public. York stressed that this is a way to show the importance of libraries. Libraries are the natural place to go for civics education.
3. **LGC's** conference presentation proposal: The Town Official's Guide to the 21st Century Library

## OLD BUSINESS

1. Advocacy Plan: see attached. Davis and Moses presented their plan.
2. Orientations: Meserve thanked all who offered to help. The PowerPoint is on the website. The consensus was to have 6 images per page without lines for writing. Gaudiello will review the PowerPoint.
3. Retreat: Webster reported that the retreat is scheduled for Monday, October 28th at LGC/NHMA from 9:00 a.m. to 4:00 p.m.

## NEW BUSINESS

1. NHMA Conference participation – Nov 6-7. **MOTION** (Gaudiello/Lord) that we take the issue off the table. **PASSED MOTION** (Gaudiello/Moran) that we do not have a booth at the NHMA conference. Gaudiello suggested that we fund four people to attend the conference to advocate for NHLTA. Gaudiello suggested that we use scholarship money to fund members to attend as roving ambassadors. Gaudiello moved to table her motion. Moran withdrew his second. Webster will meet with the Interim Director of NHMA and will find out the cost of a booth and of attendance at the conference.
2. Hallenbeck wants to do a virtual advocacy brainstorming via a survey since there was not time for discussion at the meeting.

**State Library Report:** Michael York commented on the role of public libraries relative to the ACA and mentioned he will be making a tour of libraries in Conway, North Conway and Madison with Executive Councilor Ray Burton.

Meeting Adjourned at 12:40 p.m.

Respectfully submitted,  
Carol Snelling  
Secretary

Next meeting September at the LGC. Hospitality: Connie Kirwin and Mark Branoff

**MOTIONS:**

- Minutes
- Treasurer's report
- Motions made and withdrawn relative to the NHMA conference participation

**ACTION ITEMS:**

- Cotter is going to apply to the Charitable Foundation for a grant for the retreat.
- Hallenbeck to check on the state of our database at Cornerstone
- Hallenbeck will send a list of sites for information on the ACA to the board members.
- Board members need to be financially invested in NHLTA.
- Hallenbeck and Moran will investigate Searles' suggestions
- Hallenbeck and Kirwin will do the brainstorming on advocacy as an online survey.
- Gaudiello will edit our PowerPoint for the orientations. Gaudiello
- Webster will meet with the Interim Director of NHMA and will find out the cost of a booth and of attendance at the conference