

READS Executive Board
Local Government Center
Profile Room
Friday, February 18, 2011
10:00 am

Present: Pat Fickett, Linda Taggart, Caitlin Stevens, Emily Weiss, Lori Fisher, Deann Hunter, Mary Cronin

Absent: Diane Mayr, Erin Apostolos, Gaye Kurmas

Call to Order: Pat Fickett called the meeting to order at 9:56 am.

A MOTION was made by Lori Fisher to accept the minutes of the November 12, 2010 meeting with one name correction. MOTION PASSED. There were no minutes for the January 21, 2011 meeting, which was cancelled due to bad weather and poor driving conditions.

Treasurer's Report: Deann Hunter

Deann submitted reports for January and February. Lori Fisher asked if all the expenses for the Fall Conference had been paid, Deann reported that they had. Deann noted that the Fall Conference showed a profit, with thanks for that due to the outstanding program organized by the Program Committee. February's income included membership fees. Deann noted that working with new NHLA Treasurer Sean Fleming is going well. Pat asked if plans should be made for unexpected income like the profit from the Fall Conference, and suggested that using the feedback from attendees at the 2010 Fall Conference about changing the set-up of the conference room be something to spend those funds on this year.

President's Report: Pat Fickett

Gaye Kurmas has resigned her position as READS President as she has started a new job in North Carolina. Pat Fickett has now moved into the READS President position, leaving the Vice President/President-Elect position open. The READS Bylaws have no specific provision for replacing an Executive Board position in the event of resignation. Myra Emmons of the Brookline Public Library is interested in the Vice President's position. Linda asked if Roberts Rules have guidelines; Pat checked her notes, and found that any resignation needs to be officially accepted. The READS Bylaws indicate that the Vice President is an elected position. A decision was made to revisit this issue later in the meeting under New Business.

Pat reported on her first NHLA Board meeting. NHLA will now fund continuing education courses for NH librarians. The Advisory Project (formerly Mentoring) is under way. NHLA is looking for projects as there are available funds; one suggestion was for funding new Reads-to-Go book bags. A proposal should be prepared by Reads-to-Go Committee in time to be presented at the NHLA Board meeting on April 19.

Vice President's Report: see President's report above

Publicity Report: Lori Fisher

Lori submitted a report showing supply inventory. New notepads and pens will be ordered. Lori asked for opinions about current READS pens, consensus was to get a new type of pen but keep green ink color. Lori's survey to NHAIS-L asking for input on topics for the "When to Call the Police" program planned for NHLA conference in May got 78 responses. The program will have 4 panelists, a police officer, social worker, lawyer, and a library director. Normally NHLA allows 3 panelists for conference programs, but for this program an exception was made. Panelists will receive lunch and an honorarium. Lori contacted Diane Hathaway who coordinates tables at the NHLA conference; there will be a READS table this year. Lori will ask Diane Mayr to set up another Reads-to-Go display for the table; Linda Taggart will work on a way to use the display space to promote the READS Award of Excellence. Pat asked how table will be staffed at conference. Lori replied that a few people worked together to make sure that pads, pens, handouts, candy were all available. Pat mentioned it would be nice to have a person there at some point to explain the Award of Excellence.

Lori reported on her attendance at the NHAIS Advisory Board meeting. The Talking Books position will be filled.

Erin sent a message that the READS Roundtables brochures were ready to go on the van. Questions about if and where they were printed were not answered at the meeting. Linda has asked the Nashua city print shop to print them in the past, which they have very kindly done at no charge. Linda will contact Erin to find out if brochures have been printed yet and to remind her that presently there is a place to get them printed for free. Deann noted that having the Programming Chair at Executive Board meetings is useful for answering these kinds of questions.

Lori reported that she has arranged for delivery of publicity materials (notepads, pens, banner) to libraries hosting READS Roundtables. Getting the banner from site to site will be complicated; as sessions are only a day or two apart, sending on the van won't work. Mary suggested purchasing a second banner and will look into when and where current banner was purchased.

Membership Report: Emily Weiss

Currently, 157 people have sent in memberships, 34 are new members. If most renewing members return, READS will have the highest membership it has had in a long time. Emily will send new members a welcome letter, last year's members who have not renewed yet will get a reminder note about renewing.

Programming Report: Caitlin Stevens

In Erin's absence, Caitlin reported on the upcoming Roundtables. Topic will be Weeding and Collection Development. Roundtables will be held in Wilton, Franklin, and Rye; cost will be \$5 for members, \$10 for nonmembers. Pat asked if host libraries get free registration. Caitlin will ask programming committee; the Board agreed that this would be a nice gesture. Deann asked

if the Programming Committee lets the host library know how many are registered as it will help make sure that refreshments are purchased with attendance in mind. Caitlin will make sure that this happens.

Reads-To-Go Report: no report in Diane Mayr's absence

Past President's Report: Linda Taggart

Linda has updated the READS Award of Excellence nomination form; it is now ready to be posted on the website. Deadlines for submission of nominations have been moved up 2 months from previous years. Linda would like to start promoting the Award now, starting with Roundtables. Linda will send forms to Lori, who will include them with the publicity materials being sent to Roundtable locations. Postcards promoting the Award and nomination deadline will be sent out in April/May. Linda is considering whether she will ask Nashua's print shop to print postcard or have it printed elsewhere. The Awards of Excellence committee will be Linda, Amy Lapointe, and the three past winners. Linda will work on organizing the Nominating Committee in time for the elections in the fall; open positions will include Secretary and Vice President/President-Elect. She noted that the READS Handbook needs a description of the Nominating Committee added.

Conference Committee Report: Caitlin Stevens

Caitlin reported on the programs sponsored by READS planned for the NHLA conference in Manchester in May. These will be "When to Call the Police" moderated by Lori, another READS Roundtable by the Reads-to-Go committee, Nancy Milone Hill's "Reading Women" program and also a repeat of her popular Reader's Advisory program held at the 2010 READS Fall Conference, and a Volunteer Q&A with Lori Fisher and Michael York.

Old Business

Handbook

Mary noted that a draft of the handbook is available in Google Docs for editing. Deann made changes to the Treasurer's position description. Mary noted that changes will be made to the Secretary's position description to reflect the Bylaws changes that affect how elections are managed. All agreed to review their respective position descriptions and make edits before the next meeting.

Elections

Mary described two possible tools for holding an online election, BallotBin and Election Buddy, suggested by Bobbi Slossar at the State Library. Mary reported on feedback from NELA election coordinators on how they handled their last election, which had an online ballot which was sent out as a JotForm survey. After deciding that Election Buddy's \$49 charge to hold a single election was too steep, the board agreed to take part in a test election. Test ballots will be sent to executive Board members to try out and evaluate election methods, including BallotBin. The VP/President-Elect election will be the first election held electronically.

Encouraging Paraprofessional Membership

Emily has spoken with a paraprofessional in Portsmouth; feedback was to find way to record and post conference sessions for later access. Emily feels that more paraprofessionals will be able to attend this year's conference as it is in Manchester.

New Business

Open Position Vice President/President-Elect

All agreed Bylaws dictate that position should be filled with a ballot vote, not an appointment. Lori will send an email message to NHAIS-L asking for nominations. Mary will post an announcement on the website. The board agreed that the READS Bylaws should be amended to clarify what to do on the event of a resignation of an Executive Board member. This will happen with the election on the fall.

Gail Kurmas' Resignation

Linda Taggart MOVED that Gail Kurmas' resignation from the position of READS President be accepted with regrets and best wishes. MOTION PASSED.

NHLA Logos

Lori Fisher, Mary White, and Judy Haskell met with students at Rivier College who will be submitting designs for new NHLA and section logos. These will be presented at the April NHLA Board meeting. Linda asked that READS be included in the decision about its logo. Communication from NHLA to sections about logo changes will be determined.

Bylaws Changes

Linda noted that the Bylaws need to be changed to include the non-elected Conference Committee Liaison position. This will be included on the ballot for the fall election.

READS Handbook

Linda pointed out that the READS Handbook also needs a description of the Conference Committee Liaison position. Caitlin will draft one and include it in the Google Doc draft of the handbook for review at the next meeting.

NHLA Website

Amy Graves of the Manchester City Library has agreed to be the website coordinator for the NHLA website.

New President

Pat Fickett appreciates everyone's patience as she starts her new position as President of READS at the same time she is starting out a new position as the director of the Wilton Public-Gregg Free Library. She asked that everyone feel free to give her help whenever it appears she needs it. Everyone thanked Pat for stepping in at such a busy time.

A MOTION was made by Deann Hunter to adjourn the meeting at 11:09 am. MOTION PASSED.

Respectfully submitted,

Mary C. Cronin
READS Secretary