

READS Executive Board
Local Government Center
Profile Room
Friday, November 12, 2010
9:30 am

Present: Amy Lapointe, Pat Fickett, Linda Taggart, Gaye Kurmas, Lori Fisher, Diane Mayr, Caitlin Stevens, Emily Weiss, Deann Hunter, Mary Cronin

Absent: Erin Apostolos

Call to Order: Linda Taggart called the meeting to order at 9:34 am.

Introductions: As today's meeting included incoming and outgoing Executive Board members, Linda asked everyone to introduce themselves.

A MOTION was made by Amy Lapointe to accept the minutes of the October 8, 2010 with two name spelling corrections. Motion was passed.

Treasurer's Report: Deann Hunter

Not much new to report since the last meeting since bill from LGC for the fall conference has not come yet, and fees received (est. \$3,000) for fall conference that were sent to NHLA treasurer have not yet appeared on statements. Deann reports that READS is in good financial shape for spring conference.

President's Report: Linda Taggart

Linda contacted NHLA Treasurer Sean Fleming to ask about NHLA's fiscal year and when READS budget should be sent to NHLA. Sean said there was no need to send a proposed budget, just send NHLA the final budget. For next year, Linda recommends that draft budget be ready for discussion at the April Executive Board meeting.

Linda spoke with one potential volunteer interested in helping the membership committee, who has since been in contact with Membership Chair Emily Weiss.

Vice President's Report: Gaye Kurmas

Gaye went to the last NHLA Executive Board meeting in Linda's absence. One topic that applied to READS was a comment from a librarian at New England College that the NHLA conferences are not geared to academic librarians. Gaye recommends that READS' conference programs consider academic librarians when planning reference-related programs. Reports of recent book challenges in New Hampshire were discussed at the NHLA board meeting; Gaye feels this may be a timely conference topic.

A discussion followed about conference topics and if there was a record of when and what topics were covered, and attendance at each conference session. Having this information gathered in a spreadsheet would be helpful for planning purposes. Caitlin Stevens has READS

conference attendance information; Pat, Erin, and Caitlin will work to pull this information together with stats from READS and NHLA.

Membership Report: Emily Weiss

READS currently has 183 members, last month's report of 184 was miscounted. There were 43 non-members that attended the fall conference on Oct. 22. Emily contacted these people by email to invite them to join READS next year. Two new volunteers have come on board to help with Membership Committee: Yvonne Loomis and Dawn Huston. Emily contacted NHLA to make sure that 2010 READS Award of Excellence recipient Lois Freeston will receive a free membership to READS for 2011.

READS-to-Go Report: Diane Mayr

Diane reported on R-T-G website statistics: 39 people receive email notification when site is updated, 2,184 hits on site so far in 2010. R-T-G currently has 66 kits, and has 2 titles that need sponsors for kits. Deann asked how a library interested in sponsoring picks from titles; Diane reported that R-T-G committee chooses titles, and has a list of two titles at a time for libraries to choose from.

Past President's Report: Amy Lapointe

The 2010 READS Award of Excellence was awarded to Lois Freeston at the READS annual meeting/fall conference on Oct. 22.

Publicity: Lori Fisher

Lori reported on supplies inventory; more note pads will be ordered in time for the NHLA conference in May. Pens will be tested before being reordered, some of the ones on hand did not work well at the fall conference.

Lori sent by email a revised version of the READS Bylaws that included change to elections section approved at annual meeting.

Lori did not attend the NHAIS meeting, it was postponed to conflict with this meeting. She will attend next NHAIS meeting in January. Lori's participation as NHLA Board Member will not conflict with her being READS Publicity Chair, according to NHLA Bylaws.

Lori will send a survey to the NHAIS-L list asking for feedback on how to focus planned READS program on "when to call the police" at upcoming NHLA conference. She handed out a draft of the survey.

Programming: Caitlin Stevens

Caitlin reported on READS Program Committee's meeting on November 5, using notes by Erin Apostolos. Spring Roundtables topic will be Weeding and Collection Development, to be held in three locations the week of April 4, 2011. Plans are to have one session to be held in the afternoon, two in the morning. Cost will be \$5 for members, \$10 for nonmembers.

Conference Committee Liaison: Caitlin Stevens

READS will have five programs at NHLA. Budget for programs is tight, right now it looks like it will allow for one-day registrations for up to two NH librarians for each program, and a small honorarium (and possibly mileage, for some situations) to those speakers who are not NH librarians. Programs currently being discussed: READS-to-Go Roundtable, "Reading Women" with Nanci Milone Hill, "When to call the police," Google Maps, and a Library Volunteers Q&A with Lori Fisher, staff from NH and US Departments of Labor, and State Librarian Michael York. Lori and Gaye will work on getting panelists for the "When to call the police" program. Lori noted that there will be limitations on duration of sessions at NHLA conference, we will need to find out how many 90 minute vs. 60 minute slots READS will have.

Old Business:

Recruiting committee members: new Membership Committee volunteers discussed above; Lori Fisher could use volunteers to maintain READS table at NHLA conference. Programming Committee has lost 2 members, 2 do not come to meetings, but participate in other ways; past chair Pam Gjetum will remain on Programming Committee. Linda asked about what the Nominating Committee does, does it recruit committee members or are committee chairs responsible for this? Amy Lapointe has names discussed by last Nominating Committee who could be contacted to participate on a READS committee. The coming year's Nominating Committee will be Linda Taggart, chair, Lori Fisher, Caitlin Stevens, Emily Weiss.

READS Budget: no further discussion

New Business:

Election results: Pat Fickett received 61 votes for Vice President, Deann Hunter 62 votes for Treasurer. There were no write-in votes. Mary Cronin counted ballots, Amy Lapointe certified results. Results will be reported to the NHLA Executive Board. Linda congratulated Pat and Deann on their election and reelection to the READS Executive Board.

READS Annual Conference followup: Donna Gilbreth from the Programming Committee had sent out a compilation of Fall Conference evaluations for review prior to this meeting. Board members who attended the NHLA Fall Conference thought that having the annual business meeting at the end of the day worked well there, and recommended that READS do this as well at its fall conference rather than have lunch followed by the business meeting, which many felt left too much time between program sessions. Diane noted that the conference was publicized as including the business meeting, so no one should have been surprised or inconvenienced by the business meeting at any time of the day.

There was a comment that ballots be sent out in envelopes rather than a labeled self-mailer to preserve anonymity; if voters (as some did) cut off the portion of the ballot sheet with their name and address, ballots were anonymous. It was decided that next year's paper ballots have a clearer indication that addressee section of ballot should be cut off before ballot is returned. It was decided to avoid the extra cost and paper of using envelopes. Diane Mayr asked how next year's election will work now that electronic option is covered in Bylaws. Mary

Cronin has information from NELA on how they handled their electronic election this year, and other electronic election tools suggested by Bobbi Slossar. These options will be tested and discussed over the next months. Mary had a question about best way to notify READS members who opt out of email communication about the election. Deann suggested that ballots be sent via NHSL van to those members, all agreed.

READS Fall Conference evaluations had good feedback about program sessions. There were comments that tables would have made lunch time more comfortable. Because this year's attendance was high (117), there was no room for tables in the conference room. If attendance remains high, LGC may be too small. A discussion of alternate venues followed. It was decided that LGC is a good central location, with the added attendance booster of being in Concord which offers good post-conference entertainment, restaurant, and shopping options. We will look into having an extra room available for lunchtime. Caitlin noted that the date of this year's conference came close to the NELA, CHILIS, NHLA fall meetings. After looking at next year's dates for other library conferences, next year's READS Fall Conference/Business Meeting was set for October 14, 2011. Gaye will arrange for a second room at LGC. Caitlin asked who was responsible for booking rooms for conference; Programming Committee will make reservations. Emily mentioned videorecording conference sessions as an archive and to offer on the website for those who could not attend. Amy asked if NHLA's videos got a lot of hits on their website. Mary suggested that audio may offer as much content as video if offered as a podcast along with any slide presentation.

Checks payable to NHLA-READS: Linda noted that all programming publicity needs to say "Make checks payable to NHLA-READS" since checks made out to READS are not accepted.

Updating the READS Handbook: Linda noted it was time to review and update the READS Handbook. There needs to be a new section for Nominating Committee and a note that any checks be payable to NHLA-READS. Mary will share current version of handbook on Google Docs with executive board; suggested revisions should be noted before next meeting.

2011 READS board meeting schedule: Gaye handed out the schedule for 2011. The fall meeting was changed to September 30, 2011 so it will happen before the fall conference. Gaye noted that Goals for 2011 will be discussed and set at January's meeting, along with deadlines for activities. There was a discussion about the READS website. The new CMS-based NHLA site, including READS section, will be implemented in 2011; Mary will add content and make updates to existing site in the meantime.

Other Business: Gaye noted that she looked at other library organizations and did not find committees similar to READS in New England nor in larger states like Texas or Florida. Emily mentioned that a long term goal will include increasing membership, but should also include communicating with existing members to remind them to use member rate when registering for conferences.

Gaye Kurmas made a MOTION to adjourn the meeting at 10:51 am. Motion was passed.

Respectfully submitted,

Mary C. Cronin
Secretary