

NHLA - Reference and Adult Services Section  
READS Executive Board  
Local Government Center  
Library  
Friday, June 15, 2012

Present: Myra Emmons, Pat Fickett, Deann Hunter, Diane Mayr, Caitlin Andrews, Kersten Matera, Lori Fisher, Mary Cronin, Erin Apostolos

Absent: Tara Thomas, Carol Roberts

Call to Order: Myra Emmons called the meeting to order at 10:06 am.

Approval of Minutes: Deann Hunter MOVED to approve minutes of the April 20, 2012 executive board meeting with one correction to spelling of Gail Zecariah's name. [The correct spelling is Zacariah.] MOTION passed.

Treasurer's Report: READS is currently over budget by \$54 due to unanticipated Fall Conference expenses. Deann Hunter reports that this is no cause for concern. Spring Roundtable programs brought in \$225 income. One unclaimed check was added back into income.

#### Executive Board Reports

President: Myra Emmons submitted a written report prior to today's meeting. She noted that Reimbursement Policies will be addressed under New Business.

Vice President: No report; Tara Thomas was absent from today's meeting.

Public Relations: Lori Fisher brought READS notepads and pens to the NHLA's Digital Summit on June 1. All were taken. Lori asked for a timeline for promoting the READS Annual Meeting/Fall conference. Supplies on hand are sufficient for now. The Programming Committee has asked for READS folders for conference attendees. Imprinted folders are expensive, but stock folders with labels are much more economical. Pat Fickett has a number of blue folders to donate; these could be used with READS labels. Pat will send Lori a sample, Lori will plan for labels.

Membership: Kersten Matera reported there are 204 members. An e-newsletter was sent out, next time mailed copies will be sent to members who don't use email for READS communication. Kersten will ask a volunteer to help with the mailing.

Programming: Erin Apostolos reported that the schedule for the Fall Conference is not quite firmed up. Erin asked about budgeting for gifts for conference speakers, there are 8 or 9 this year. Kersten noted that she did not expect a gift for her participation in last fall's conference. After reviewing NHLA's procedure of not giving NHLA librarian members gifts for conference participation, all agreed that waiving conference fees and providing speakers with complimentary lunch is reasonable. Budget for Fall conference will be revised to reflect this no gift decision and also that printing brochures will be provided by the Nashua printing office.

READS-To-Go: Diane Mayr reported that there are now 94 READS-To-Go kits, 86 are listed in NHU-PAC. She said that the R-T-G committee was considering a 100 bag celebration. Erin

noted that she left the READS-To-Go half-hour program off the Fall Conference schedule, but will include it on the next draft. Diane described some of the challenges of getting the READS-To-Go bags processed by the hosting libraries, and is considering setting up a contract between READS-To-Go and hosting libraries to spell out expectations at the outset. As everyone thought this was a good idea, Diane will prepare a draft and send for review.

Past President: Pat Fickett reported that Katherine Dormody will be the candidate for Vice President/President-Elect. Erin reported that the addition of Carol Roberts as Programming Co-Chair is working out great. Pat said there were 3 nominations for the Award of Excellence. Pat will scan these and send them to the Award Committee for review. Pat will submit expenses for nomination postcard to Treasurer.

Conference Committee Liaison: no report as there is no NHLA conference this year.

## Old Business

Award of Excellence Update: See Past President's report, above.

Fall Conference Update: Erin will send Lori her timeline for publicity for Fall conference. Myra asked if any of the jobs listed on Erin's report needed filling. Erin said no, the programming committee is a good group and has it all covered.

Roundtable Summary and Evaluation: Deann asked if there were any outstanding invoices from the Spring Roundtables. Erin will ask host libraries if there were any refreshments expenses. Myra asked about evaluations, Erin reported on the Lancaster Roundtable that she moderated, which was held as part of the regular North Country Coop meeting. The librarians who attended loved having Roundtable as part of their regular meeting, and one of the attendees volunteered to be a north country representative [for READS?]. Erin reported a general feeling that there is a need for more professional development programming in the north country. Diane, who has served on the NHLA Programming Committee in the past, reported that this has been a perennial issue, and when programs were planned in north country locations, attendance was low. A discussion followed about ways to make professional development opportunities more accessible, including holding programs on Sundays like NELA, offering stipends for hiring staff substitutes so librarians can attend on a regular work day, educating Trustees about importance/benefit of conferences for librarians and the libraries where they work. Discussion also considered which agency or partnership between agencies (NHLTA, NHSL, NHLA) might provide the most effective way to improve access to professional development for north country librarians. Myra will bring this issue to the NHLA Board meeting.

## New Business

Reimbursement Policies: After a discussion about what has been done in the recent past, and what kinds of special circumstances may warrant a request for mileage reimbursement, the executive board decided to add a section to the READS Handbook that mileage reimbursement will not be offered except under special circumstances and by a majority vote of the board. Myra will prepare a draft statement and bring it to the August executive board meeting. Discussion did reveal that few NH libraries provide mileage for staff participation in professional organizations, and that this does affect recruiting and keeping committee members.

Regular Posts to Website: The new READS website has a posts page and needs content to be added on a regular basis. Lori Fisher and Caitlin Andrews will begin posting regular

news, which will include upcoming programs but also interesting news on readers advisory, reference services, and public services. Lori asked board members to look at Pinterest, and gave Diane Mayr's Pinterest for the Nesmith Library as an example of ways libraries use it. She asked board members to look at Pinterest before the August meeting and think about ways READS could use Pinterest. Based on feedback from the board, plans for an optional 15-minute program on Pinterest will be added to Fall Conference schedule,

#### Other Business

Bylaws changes and Ballot: Mary Cronin asked that Bylaws changes and ballot information (candidate bios) be ready by the August meeting as ballots need to go out at the end of August.

NHLA Facebook page: Diane Mayr asked Myra to ask the NHLA Board if READS and READS-To-Go could post to the NHLA Facebook page. Lori noted that this page was recently taken over by the NHLA Advocacy Committee is is getting a lot more attention and frequent updates.

Adjourn: Lori Fisher MOVED to adjourn the meeting. MOTION passed. Myra Emmons adjourned the meeting at 11:15 am.

Next READS meeting: August 17, 2012

Respectfully submitted,

Mary Cronin