

Draft  
READS Executive Board  
Local Government Center  
Profile Room  
Friday, November 18, 2011

Present: Pat Fickett, Myra Emmons, Tara Thomas, Linda Taggart, Mary Cronin, Caitlin Andrews, Kersten Matera, Deann Hunter, Erin Apostolos, Lori Fisher, Emily Weiss

Absent: Diane Mayr

Call to Order: Pat Fickett called the meeting to order at 9:32 am.

Introductions: Incoming, present, and outgoing members introduced themselves with their office/committee at READS and their library position/location.

Approval of Minutes: Lori Fisher MOVED to approve the minutes of the August 19, 2011 meeting with no changes. MOTION passed.

President's Report: Pat Fickett thanked the Board for a good year.

Treasurer's Report: Deann Hunter submitted a current balance sheet and budget sheet. The READS Fall Program/Annual Meeting was over budget. Diane Mayr asked a question by email before the meeting about how funds granted by NHLA to pay for READS-to-Go kits will be handled. Deann and NHLA Treasurer Sean Fleming worked out that READS will pay then request reimbursement from NHLA.

Vice President's Report: Myra Emmons attended the most recent NHLA Board meeting. She found it interesting and is looking forward to attending NHLA Board meetings as READS representative. Myra thanked the Board for their support.

Public Relations: Lori Fisher handed out a new READS pen to each member of the Board. There are now 525 of the new pens. Lori showed a newspaper clipping from the Goffstown News with a press release and photo of Linda Taggart presenting READS Award of Excellence to Thelma Tracy at the Annual Meeting last month.

Lori is now President of NHLA, so she reported about their most recent Board meeting. The NHSL Advisory Council is planning to change its meeting frequency from 4 times a year to once per year.

READS-to-Go: Diane Mayr was absent from today's meeting.

Membership: Emily Weiss reported that there are 203 members, 135 prefer email correspondence. The recent MailChimp email newsletter had a 34% open rate. The Yahoo Group Emily had set up for contacting READS Members did not work out, so she has closed the account. Emily is stepping down as Membership Chair, she gave thanks to all.

Programming: Erin Apostolos explained that the overrun on budget for the Fall Annual Meeting was due to meals taxes and the cost of the complimentary meals for 10 speakers and Award nominees. Erin recommends increasing cost of Fall Annual Meeting for next year. Comments

received from meeting attendees were positive, especially about the content of the programs. Most comments about the facility noted that seating was tight, and two projection screens rather than one would have been easier to see.

Programming Committee has planned the Spring Roundtables for the beginning of April 2012.

A discussion of ideas about planning for next year's READS Annual Meeting followed. Ideas included asking other NHLA Sections to hold Annual Fall Meetings on consecutive days using the same venue to save money (Lori Fisher will ask other Section representatives about this), planning for larger attendance since there will be no NHLA Annual Conference in 2012, figuring cost break between bigger/more expensive event vs. ability of librarians to pay to attend. Erin plans to reserve the venue for the 2012 Fall Annual Meeting within the next month. Lori Fisher will send Erin contact information about the LGC's service, available to READS as a section of NHLA, that helps to find conference venues.

Erin needs to step down as Chair of the Programming Committee, a building-related issue at her place of work needs her attention. Linda Taggart noted that the Nominating Committee should be able to help recruit candidate. If Erin decides to stay on a Chair or Co-Chair, Caitlin Andrews offered to be her liaison at READS Executive Board meetings. Linda mentioned that having Programming Chair at Executive Board meetings has been helpful. Pat Fickett, who as Past President will now be the Nominating Committee Chair, said she has a potential candidate. Pat will contact this person. Erin plans to stay on the Programming Committee.

Erin asked if printing of READS brochures will still be available from Nashua City printing office. Linda said she would arrange for it, she has a good relationship with printing office and city hall, and with Kersten Matera, a Nashua employee on the board, READS will still have a connection.

Past President: Linda Taggart said thank you to the Executive Board, she has enjoyed her three year term. Linda noted that choosing the recipient of this year's READS Award was a hard decision.

Conference Committee Liaison: Caitlin Andrews (newly married, she has a new last name) reports that there is no conference planned for 2012, so not much to do at the moment. NHLA will decide soon whether to create a paid Conference Coordinator position. There will be a NHLA Conference in 2013.

Lori Fisher reported there will be a one day meeting in the spring for NHLA to vote on several Bylaws changes. Also, the Small Libraries Summit will be happening in April, and the NHLA will continue to offer its Professional Development Workshops.

A discussion followed about concerns about a dip in Membership in NHLA, and consequently READS and other Sections, with no conference in 2012. Mary Ahlgren, NHLA Membership Chair, is working on PR about benefits of NHLA Membership.

Old Business:

Fall Conference: discussed already

Year in review: Pat Fickett feels that READS had a successful year.

New Business:

Calendar for 2012: Myra Emmoms prepared a draft schedule for READS activities for 2012. Election info will be added. Tentative date for Fall Conference is October 26, 2012. Roundtables will be held on April 6 in Boscawen, April 9 in Lancaster, plus a third one that needs to be rescheduled so as not to conflict with the Small Library Summit. READS-to-Go Committee meeting dates will be added to schedule. Lori noted that Award Committee should have nominees in process before sending Fall Annual Meeting registrations. This will avoid having nominees pay then needing to be reimbursed. Myra will see that the LGC Meeting Room will be reserved for next year's Executive Board meetings. Mary Cronin will put together a READS Executive Board contact list and distribute it.

Handbook: Linda suggested adding information about the READS fiscal year to the handbook as it is a question that has come up several times. Lori noted that the Bylaws changes planned for NHLA will affect when Sections will be required to submit budgets.

Pop-Up Roundtable: Myra sent a question to NHAIS-L email proposing Netflix for libraries topic for pop-up roundtable, she got 4 or 5 "good idea" replies. The Board agreed that topic could be expanded to include Kindle, and to invite Mary Searles from the NH Law Library as a resource/speaker. Lori will moderate discussion. Topic will be "Copyright, Licensing, and Lending: The New Frontier." Hooksett Public Library will host. Myra will set a date in December or January.

Promoting READS Membership: Emily said she feels awareness of READS has increased, but need to continue PR to spread word. Pat mentioned that continuing to recruit and encourage paraprofessionals to join is necessary.

Review READS Mission Statement and Bylaws: This will be added to the January meeting's agenda. By then NHLA will have their proposed Bylaws changes in place.

Nominating Committee/New Board members: Erin suggested that there be full disclosure of committee chair responsibilities, she felt that she was not adequately informed. Lori suggested that Past President act as guide/information source for new Executive Board members. This will be added to Past President's job description in the READS Handbook. Pat noted that the Board does not have to keep doing things the same way, but it needs to know how things were done. Pat will contact Committee chairs to see what they need.

The meeting ended with a conversation reviewing the programs at the NHLA Fall Meeting on November 4.

Lori Fisher MOVED to adjourn the meeting. MOTION passed, meeting was adjourned at 11:09 am by Pat Fickett.

The next meeting of the READS Executive Board will be January 18, 2012 at 10:00 am.

Respectfully submitted,

Mary Cronin

November 22, 2011