

READS Executive Board
Local Government Center
Memorial Room
Friday, January 20, 2012

Present: Myra Emmons, Deann Hunter, Lori Fisher, Caitlin Andrews, Kersten Matera, Tara Thomas, Erin Apostolos, Mary Cronin

Absent: Patricia Fickett, Diane Mayr

Call to order: Myra Emmons called the meeting to order at 10:17 AM.

Minutes: Lori Fisher MOVED that the minutes of the November 18, 2011 meeting be approved with one change; remove sentence referring to timeframe for NHLA Bylaws change. MOTION passed.

Treasurer's report: Deann Hunter submitted a balance sheet and 2011-2012 budget. All expenses for the Fall program have been accounted for.

Lori Fisher, who also serves as NHLA President, noted that NHLA will be working on budgets differently. The NHLA Board will ask for sections' budgets before their April 17, 2012 meeting. Deann Hunter will contact READS committee chairs to submit funding needs and will bring a draft budget to the READS board meeting on February 17, 2012 meeting. Myra Emmons will move budget planning from April to February in the READS board calendar/activities list.

President's report: Myra Emmons gave a brief written synopsis of the December NHLA board meeting. Myra Emmons reported up on Pop-Up Roundtable plans. Her work on finding speakers for a licensing and lending roundtable resulted in the conclusion that the topic was too involved for a roundtable and better suited to a conference program. Mary Searles at the NH Law Library was interested in the topic and helpful with this decision.

Vice President's report: New to her office, Tara Thomas had no official report, but did note that Bylaws and mission statement review were on the agenda for later in the meeting.

Public Relations report: Lori Fisher submitted a report showing inventory of PR supplies. She sent an email to NHAIS-L promoting READS membership in December, and will send out another soon as well as send publicity for upcoming READS Roundtable programs timed to coincide with distribution of printed brochures.

Lori Fisher also reported on NHAIS Advisory Board, submitting a written update from Michael York on the State Library's recent challenges. NHAIS Advisory Board is planning an in-person meeting for May.

Programming Committee report: Erin Apostolos reported that Spring Roundtables are ready to go. She also provided a draft of the brochure/registration form. The brochures will be printed

by Nashua's printing office. Donna Gilbreth will make labels, and they will be sent on the van or mailed within 3 to 4 weeks. Erin Apostolos's research found a good location for the READS fall annual meeting at Plymouth State University that will cost less than other locations recently discussed. The parking is not adjacent to the building, but there is shuttle service from parking lot to the building. Staff at Plymouth State have been very helpful. Everyone agreed that this location was worth trying out.

Membership Committee report: Kersten Matera reported on membership numbers: 116 members so far for 2012, 21 are new members. She is still collecting renewals. Lori Fisher will send out a renewal reminder in February. Kersten Matera will send out welcome letters to new and renewing members and reminders to past members who have not renewed.

READS-to-Go Committee report: Diane Mayr was unable to attend the meeting, but submitted a written report showing number of kits in place (80), number of kits in progress (2), and visit statistics on the READS-to-Go website and Facebook page, which show strong interest in the program.

Past President's report: Pat Fickett was absent from the meeting; she submitted a brief report that she had forwarded the name of a potential person for the Programming Committee chair/co-chair to Erin Apostolos.

Old Business:

Spring Roundtables: The board had an in-depth discussion about waiving fees for the Roundtable session in Lancaster for North Country Coop attendees, who will attend the Roundtable as part of their regular coop meeting. Pros and cons of setting a precedent of partnering with coops for Roundtables were debated. Loss of revenue and need to continue waiving fees in the future were cons; stronger attendance, promotion of READS membership to coop members, and coops providing refreshments were pros. Myra Emmons noted and all agreed that collaboration, resource sharing and cost saving were good reasons to waive fees this year for North Country Coop members attending the Lancaster Roundtable session, and to use it as a trial run to see if coop partnerships should be planned in the future.

Pop-up Roundtables: discussed earlier; see President's report.

Mission Statement review:

Tara Thomas passed out copies of the READS mission statement and Bylaws. The mission statement was reviewed and all felt that it needed to reflect that READS presents formal programming at conferences. After a bit of wordsmithing, the board drafted the following revision, which will be discussed at the February meeting:

"The Reference and Adult Services Section (READS) is a professional sounding board and advocate for matters relating to reference and adult services. READS provides informational and educational opportunities relevant to work in circulation, technical and interlibrary loan services, reference, readers' advisory, collection development

and programming. READS uses formal and informal formats to educate, empower and collaborate with the entire New Hampshire library community.”

Bylaws review: Tara Thomas initiated the discussion of Bylaws revisions. Article II will need to be changed to reflect any revisions to the mission statement. The READS fall conference will somehow need to be included in the Bylaws.

Kersten Matera asked if READS’s acronym should be changed. She feels that her perception prior to becoming involved with READS board that READS was the same as READS-to-Go is a common one. The sections’ acronyms (READS, CHILIS, YALS, ITS) were not spelled out on the NHLA membership renewal form, which may limit number of people becoming members of READS due to uncertainty of what it is. Lori Fisher will make sure that acronyms are spelled out on future membership forms. For future READS communications, READS will be referred to as “Reference and Adult Services Section - READS”. It was noted that READS logo has both acronym and spelled out titles.

Deann Hunter asked if READS’s mission including technical services still fit what READS does as it is linked closely with automation and with IT. A discussion of technical services and READS mission followed, including a question about the number of READS members who are in technical services, the fact that many NH librarians are not solely technical services librarians, but fill that role along with many others, and that READS’s “Rethinking Dewey” program on reorganizing collections this past fall drew a good number of attendees. Erin Apostolos’s idea for a future program on interlibrary loan management would also fit under technical services. Caitlin Andrews reported that past program evaluations did not show any specific interest in seeing READS present technical services programs.

Returning to Bylaws revisions, Lori Fisher noted that NHLA will be revising its Bylaws to include budget under President’s and Treasurer’s duties. Tara Thomas will prepare a draft revision of the READS Bylaws for review at the February 17, 2012 meeting, changing Article II to add conference and mission statement revision, and Article IV. Section 3 to add budgeting to President’s and Treasurer’s duties.

New Business

Setting Goals for 2012: Erin Apostolos would like to see more volunteer involvement in READS. Deann Hunter said she ran for READS Executive Board after being contacted personally by Amy Thurber, and felt that personal invitations should be part of READS’ recruitment process. Myra Emmons felt that the goal of more involvement by READS members was a good goal for 2012, and it would extend READS visibility. Lori Fisher asked each Board Member what ways volunteers could help with her particular READS position. Deann Hunter felt that the Treasurer’s position wasn’t a good fit for volunteers. Caitlin Andrews mentioned the recent resignation of READS Programming Committee members due to staff cutbacks and lack of mileage reimbursement.

Award of Excellence: Lori would like to promote the READS Award of Excellence at the Spring

Roundtable programs. Pat Fickett is in charge of the award this year, she will be asked if there are any changes that need to be made to existing nomination form or process, and if there are, to bring any revisions to the February 17, 2012 meeting.

Increasing member involvement at board level: Lori Fisher turned the discussion to ways to make participation in association boards easier. Erin suggested Skype, and Lori noted that the Local Government Center can provide conference calling support. Myra Emmons suggested checking the newly minted NHLA Mentor List for a person who may be able to provide guidance on remote meeting attendance. Mary Cronin will check the list and also contact Cab Vinton, who developed the list, to see if he may know of a person with videoconferencing knowledge to share.

Committee vacancies: Bylaws say that President appoints a nominating committee. Myra Emmons will coordinate. Deann Hunter will run again for Treasurer. Candidates for President Elect/Vice President will need to be found by nominating committee, as will a committee chair for the Programming committee.

A discussion followed about the challenges of finding a new Programming Committee Chair due to the time commitment needed to find venues and coordinate food and fee payments. Erin Apostolos would like to step down from Programming Committee Chair. She feels it would be good to start training someone soon and to find a way for NHLA and its sections to share info about conference venues and contact person names. Lori Fisher will ask Amy Graves, who coordinates NHLA's website, if there is a way to set up a page with conference locations' contacts, plus libraries with facilities (including parking) that could host meetings. A wiki may provide a passworded solution that would allow for posting of reviews and opinions about conference sites.

The next meeting of READS executive board will be on February 17, 2012.

Lori Fisher MOVED to adjourn the meeting. MOTION passed, and Myra Emmons adjourned the meeting at 11:44 AM.

Respectfully submitted,

Mary Cronin
January 22, 2012

