

NHLA - Reference and Adult Services Section
READS Executive Board
Local Government Center
Profile Room
Friday, January 18, 2013

Present: Carol Roberts, Myra Emmons, Deann Hunter, Pat Fickett, Katherine Dormody, Caitlin Andrews, Mary Cronin

Absent: Diane Mayr, Lori Fisher, Kersten Matera

Call to Order: Myra Emmons called the meeting to order at 10:05 am

Approval of Minutes: Katherine Dormody MOVED to accept the minutes as presented. MOTION passed.

Treasurer's Report: Deann Hunter prepared and presented budget reports. Fall Conference registration fees have been deposited, the conference had the largest income of any READS program, \$4260.00. Expenses for the Fall Conference were mostly facility and food. One invoice was submitted twice, so reported expenses will end up being \$46.11 less than reported this month. Deann asked if recently purchased Reads-to-Go bags would be covered by NHLA grant or if that grant has run out.

Executive Board reports

President: Myra Emmons thanked the returning members of the Executive Board, especially Pat Fickett, who has agreed to continue as Past President for a second year. Myra reported having no luck finding a person to take the one-year position as READS President. A few names were suggested. Myra will ask at the Hillstown Coop meeting, and contact individuals directly.

Vice President: Katherine Dormody had no report this month.

Publicity: Lori Fisher was absent, but sent an email prior to today's meeting reporting that there was no news.

Membership: Kersten Matera was absent but had sent in a report ahead of time on the results of the survey. READS members are interested in programs on space planning, collection development, and PR, not as much in technology programs. READS program planning needs to work on location of programs. Carol Roberts noted that the survey is useful and can be used by the Programming Committee for planning, and asked for input on any of the suggestions from the survey.

Programming: Carol Roberts reported that there are two new committee members, for a total of

nine. She feels the committee has good experience. The 2013 Fall Conference will be on October 25. The budget for the Fall Conference will be discussed with draft budget under new business.

Reads-to-Go: Diane Mayr was absent but sent a written report. There are now 104 titles assigned, 95 are listed in NHU-PAC. There are 2 new Reads-to-Go committee members. Reads-to-Go was conducting an online poll this week about a potential new title. There was a question about whether kits will ever be weeded.

Past President: Patricia Fickett had no news for today's meeting.

A discussion followed about whether Pat's continuing as Past President and Myra's as President should be voted. Katherine Dormody MOVED that Myra Emmons and Pat Fickett be appointed Acting President and Acting Past President. MOTION passed.

Conference Committee Liaison: Caitlin Andrews reported that she attended the NHLA Board meeting on December 18. The NHLA Board approved READS' proposal to organize a 1-day conference on May 31 for NHLA to be held at the Hooksett Public Library. Conference will be free for NHLA members, who will have the option to bring a lunch or pay for a catered one. There will be a fee for nonmembers. Speakers' fees and other expenses should be paid for by NHLA.

Old Business

Mileage Reimbursement Policy: Myra Emmons prepared a draft policy for review. After a discussion that included acknowledging that it's hard to be more specific about "excessive" and "case by case", two amendments to the draft were made, resulting in this revised policy:

"Under most circumstances, READS does not reimburse Board members for mileage expenses. Some travel while participating in organization meetings and events is to be expected, and is an integral part of volunteer service.

If a Board or Committee member incurs excessive mileage expenses in the performance of READS duties, that member may apply to the Board for mileage reimbursement on a case by case basis. Reimbursement requests should include the mileage incurred, the reason that travel was needed, and the date(s) of travel. Such reimbursement requests must be made within 60 days of the date of travel. If approved by majority vote of the Board, reimbursement will be issued at the current official rate published by the Internal Revenue Service."

Katherine Dormody MOVED that the READS Mileage Reimbursement Policy with the two amendments be adopted. MOTION passed.

Review 2013 Executive Board calendar: Myra added the spring newsletter to May, fall newsletter to October on the calendar. Pat asked about the Award of Excellence schedule. Myra asked that changes to the calendar be passed along to her. She will send a revised copy by email.

1-day Spring Conference discussion: Katherine Dormody mentioned a recent article in Forbes magazine, "Why Public Libraries Matter and How They Can Do More." Kersten's recent READS survey showed interest in space planning and collection development topics. After a lively discussion, the theme "Creating Space: Making Room for People and Changing Collections" was chosen. Deann observed that holding the panel discussion after lunch would be more engaging than a presentation. Tentative schedule:

9:00 - 9:30: coffee and registration

9:30 - 10:45: Shifting to e-collections, options (Axis 360, 3M, etc.) and developing partnerships to pay for them (with schools, historical associations, other libraries, etc.)

11:00 - 12:15: Space planning, possible speakers Tom Ladd, Ann Hoey

12:30 - 1:30: lunch

1:30 - 3:00: Panel discussion

Carol noted the theme aligns with ALA's National Library Week theme "Communities Matter." Mary Cronin will try to contact David Vinjamuri, the author of the article Katherine mentioned to see if he may be available to come in person or remotely as a speaker (Keynote?). Ideas for planning discussion will continue online.

New Business

Goals for 2013: Discussion tabled until next meeting

Returned check policy question: One check sent for fall conference registration bounced. No policy needed, library in question should reimburse READS for \$60 fee. Deann will send a bill.

Review draft budget for 2013-2014: Carol said that in looking at facilities for next year's fall conference, fees look close to the same as last year's. Roundtables will cost less money if they will continue to be combined with cooperative meetings. Questions that will need to be answered before budget can be finalized:

Program Support: Caitlin Andrews will ask at NHLA Board meeting if they will cover Spring conference costs and speakers' fees.

Public Relations (for Lori Fisher): Will we purchase one more banner?

Reads-to-Go (for Diane Mayr): Will more bags be needed? Is the NHLA grant gone?

Deann will send a draft budget with today's numbers; we will review it again at next month's meeting.

Spring Roundtable discussion: Carol Roberts passed out a nearly ready draft of the brochure, which will be finalized at the Programming Committee meeting later today. A discussion about the registration fee plan for 2013 followed. All agreed that allowing the hosting coop members

attend at no fee, READS members who are not members of the hosting coop pay a fee of \$5, and non-READS members who are not members of the hosting coop will pay \$10. Pat Fickett MOVED to accept payment plan as discussed. MOTION passed.

Fall conference ideas: Carol Roberts reported on the difficulty finding a location. The Programming Committee was planning for the southwest section of the state, but all places looked at were either too small or too expensive. Another option is Plymouth State, at the ice arena where there is parking and more restrooms than at the last Fall Conference's building. There is no theme yet.

Adjourn: Carol Roberts MOVED to adjourn the meeting. MOTION passed. Myra Emmons adjourned the meeting at 12:12 pm.

Respectfully submitted,

Mary Cronin