

NHLA - Reference and Adult Services Section
READS Executive Board
Local Government Center
Profile Room
Friday, June 21, 2013

Present: Deann Hunter, Cathy Vincevic, Carol Roberts, Kersten Matera, Katherine Dormody, Mary Cronin

Absent: Diane Mayr, Lori Fisher, Caitlin Andrews

Call to Order: President Cathy Vincevic called the meeting to order at 10:02 am.

Approval of Minutes: Carol Roberts MOVED to accept minutes of the April 19, 2013 meeting as presented. MOTION passed.

Treasurer's Report: Deann Hunter submitted income and expense report and balance sheet. There was \$480 income for Spring Roundtable programs. Only expense since last meeting was \$54.26 for READS-to-Go magnets to mark 100th kit. No expenses were submitted for Roundtable programs since the hosting cooperative group covered refreshments and Nashua provided printing. Deann feels it is nice to have the extra cushion that the Roundtable income provides. Carol Roberts thinks that the geographic setup of the Roundtables was part of the reason for success and attendance.

Executive Board Reports

President's Report: Cathy Vincevic attended the NHLA Board meeting. NHLA has a deficit of \$10,000, savings will be used to balance budget. Reasons for deficit include decreased membership, change from Local Government Center's level of support compared to new support provider Cornerstone. The Web Committee has two new people. NHLA will hold a 2-day conference in Whitefield at the end of April 2014. NHLA is looking for a candidate for Vice President/President Elect for 3-year term.

Membership: Kersten Matera sent letters to lapsed READS members, three of the letter recipients had already renewed, Cornerstone did not report correctly. A discussion followed about the difference in cost and services between current support provider Cornerstone and past provider Local Government Center. E-newsletters were sent out; there are 210 members now.

Programming: Carol Roberts reported new committee members. Kersten suggested that Executive Board send a thank you email to new committee members; all agreed. Cathy Vincevic will do so, with Carol providing a list of names. The READS Fall program will include a presentation by the Massachusetts Paraprofessionals' organization on certification. Carol will

contact NHLA Continuing Ed Chair Barbara Prince to ask if she'd like to be involved with the program. Vermont's library staff training was suggested as another source for the program. Carol would like to see the ideas from the presentation be used to develop a sustainable framework for providing library staff training in New Hampshire.

READS-to-Go: Diane Mayr was absent, but provided a written report. There are 114 kits now. Instructions for processing the READS-to-Go kits are needed on the website. Mary will follow up with Diane about this.

Past President: Myra Emmons sent out postcards asking for nominations for the READS Award of Excellence. Cost for these was \$181.72. Myra heard from one person interested in a READS committee position. Cathy Vincevic said the Executive Board needs candidates. Myra asked who serves on the Award Committee. Deann Hunter will help with Nominating Committee to find candidates for two open Executive Board positions, Vice President/President-Elect and Secretary. A discussion of Executive Board job descriptions followed. Secretary Mary Cronin also serves as READS' web coordinator, a separate position than Secretary. Some names were suggested as potential candidates.

Conference Wrap-Up: Lori Fisher sent report on the evaluations from the May 31 1-day NHLA Spring Conference coordinated by this READS Executive Board. Survey (evaluation) comments were all over the place, and will be shared with the 2014 2-day NHLA conference committee. A discussion about the project of coordinating a conference followed. All agreed that it was a one-time project to provide a conference when there wouldn't have been one, but that the Executive Board is not interested in doing this again.

Survey Results: The evaluation results would have been easier to digest in summary form, but the programming suggestions will be helpful to the Programming Committee.

Award of Excellence: Also discussed earlier. Carol Roberts will put Award of Excellence presentation after lunch on the Fall Conference agenda. Kersten asked that we include Executive Board Member introductions to the Fall Conference agenda.

Old Business: none

New Business

Roundtable Policy: See Appended report from Programming Chair Carol Roberts.

Discussion of this year's Spring Roundtables, cooperating with library cooperative groups, compensating for refreshments, attendance, and planning future Roundtables. Decisions: Increased attendance was a positive outcome of this year's Roundtables. Combining efforts with regional library cooperatives was a good thing, but future Roundtable programs can either planned with cooperatives and/or to target a geographic area. People taking registrations for Roundtables should verify READS memberships. When identifying a cooperative for a Roundtable program, ask capacity and get a cut-off limit for registrations. Track and report to

Executive Board registrations for READS members, cooperative members (if combining Roundtable with a cooperative meeting), and members of neither. Compensate hosting cooperative for refreshments for non-cooperative members at \$2-3 a person.

Next READS Executive Board meeting: Friday, August 16 at 10 am

Adjourn: Deann Hunter MOVED to adjourn the meeting, MOTION passed. Cathy Vincevic adjourned the meeting at 11:43 am.

Respectfully submitted,

Mary Cronin
READS Secretary

Appendix: READS Round Table analysis & recommendations evals.pdf