

READS Executive Board Meeting (DRAFT)

December 14, 2006

1:30 pm Local Government Center, Concord, NH

President Mayer called the meeting to order at 1:40pm. In attendance were Steve Viggiano, Amy Thurber, Christine Hague, Diane Arrato Gavrish, Lois Freeston, Sarah Leonardi.

The board members took the time to introduce themselves to each other and to state what they were passionate about in and out of the library setting.

Claudia asked for a motion to accept the minutes of the November meeting. Steve made the motion to accept them as amended. Sarah seconded and the motion passed.

NHLA Report

Claudia reported on the NHLA executive board meeting.

Claudia mentioned that they spoke of communication during this transitional meeting.

There was also a recap of the August retreat, which lead to setting the priorities for 2007.

Claudia will bring any updates READS has for the website to the next meeting.

The NHLA board voted to have Steve Butzel go ahead and purchase the domain name and software needed to start the new NHLA website. NHLA President Annie Donahue will be visiting each CO-OP to raise awareness of NHLA

Carl, NHLA Treasurer will begin to meet with all section treasurers to begin streamlining the process.

NHLA Board voiced need for executive handbook for continuity.

The NHLA board voted to host the 2008 Spring Conference without the assistance of NHEMA.

The Legislative Committee has been tasked with investigating the addition of Library Road Signs in all NH towns.

Old Business

Scholarship Committee

Marilyn O'Kelly from Effington has agreed to sit on this committee.

Thank you to Steve for mailing the membership letters.

New Business

Collection of Information

The board discussed ways to organize the READS archives. It was decided that Programming will do their own archiving and that the READS award of excellence award and applications will be included in the archive.

The board was asked to bring all information that should be included in archive to next meeting.

A document will be included in the READS handbook outlining what will be included in the archives.

It was suggested that the secretary could keep the archives.

The board decided to work together to begin the organization of the archives.

During this discussion, Christine offered that Public Relations could use the fact that 2007 will be the twentieth anniversary of READS as a tool and suggested that a tri-fold brochure could be created.

Budget Review

Claudia will give Lois the proposed 2006 budget to compare with the 2006 actual budget to get an idea of what to propose for 2007.

Calendar

The board discussed adding other groups and coop meetings to the calendar. For the next meeting Christine will contact Tom Ladd to fill in the blanks.

Sara will make up a calendar for the nominating committee for the executive board for the next meeting.

Public Relations and Publicity

Diane has found two volunteers that she feels will work well in either capacity.

After discussion the board decided as a group to dissolve the Publicity Committee and have individual committees (Programming, Award, Membership, READS-TO-GO) be responsible for their own publicity of programs/events.

Diane will keep the board apprised of how this change will effect the committee.

Diane will invite Selina and Maria to the next meeting.

Goal Setting for 2007

The brainstormed list of goals included:

1. Construct handbook
2. Firm up Public Relations and its function
3. Launch READS-TO-GO
4. Create new membership brochure using 20th anniversary as hook
5. Codify the responsibilities and goals of the board/organization
6. Update website

The group discussed broader ideas such as “20 years and growing”, advocacy, clarifying goals, mission statement and the concept of using subtle reminders when contacting the membership. The top three goals for 2007 are

1. 20th anniversary celebration
2. READS-TO-GO
3. Draft of handbook

Claudia asked the board to begin creating procedural lists for the draft handbook.

Sarah asked the board to think about what READS can do to help NHLA with the 2008 Conference.

READS AWARD

Sarah will update the timeline, which is on track.

Criteria for the award were handed out to the board. Please email Sarah with ideas and changes.

NHLA Newsletter Deadline

Amy will contact Becky Clerkin to find out what the deadline is for the newsletter.

Meeting Dates

Thursdays at 10 seem to work for everyone. Meeting dates are 2/1, 4/5, 6/7, 8/2, 8/23(possible), 10/4(annual mtg.), 11/29 (transitional), 12/20 and will be held at the Local Government Center in Concord.

Meeting adjourned 4:15pm

Respectfully submitted,
Amy Thurber, Secretary