

READS BOARD MEETING – Monday, January 31, 2005
MANCHESTER CITY LIBRARY

In attendance were Heather Shumway, Sarah Leonardi, Claudia Mayer and Diane Arrato Gavrish.

A treasurer's report was emailed to the Board by Tricia Quinn. Tricia reports that the READS balance as of 10/20/04 was \$2514.64, November \$2515.25. The READS notepads were purchased (400 pads for \$275). There had not been any deposits recently.

Diane reported that the company from which she got the notepads on Amherst Street, Ace Printing, was very easy to work with and would appreciate any other jobs we could send their way.

Much discussion took place concerning the future of READS. The Board has been brainstorming about how to put READS in the forefront of the minds of those who could benefit from all the group has to offer. Some of the topics discussed include:

Publicizing our Board minutes Diane will send them to the Board and then, after corrections, to Jennifer Bone for posting on the NHLA website

Establishing a calendar of our annual events that would be distributed

Create an annual report for READS and mail that out to all libraries

Have there be at least one contact person in each library who would receive and act on READS information.

Create fliers for our programs and distribute them on the van

Decide how we will be using our income and create a budget for items such as programs and "giveaways"

Look at our bylaws and revise if necessary. Things to consider are the length of Board terms and whether or not to elect all positions on the Board instead of appointing.

It was suggested that the President stay on for more than one year, or to overlap with the next president for at least another year. Perhaps the President could take on the responsibility of a particular project and have that be their primary focus for the second year.

Keep our PR going at all times! Use the webpage as often as possible and bring our READS pads to every event. (Diane will take care of getting the pads to the Derry Library and Conway Library; Heather will get hers to the third focus group)

Have our by-laws ready for the May conference and have members vote for the changes. Consider using paper ballots that are sent out ahead of time so people will have time to digest the information.

A promotional “gimmick” was discussed. T-shirts and chip clips were considered, but the idea of coffee mugs or water bottles was most well received. Bruce Marks from the Nashua Library will be contacted to see if he could help us with some kind of logo that would be appropriate for READS on the bottles.

The Spring Roundtables are in place. Work is still being done on the final brochure. Possible titles for the presentations were discussed. The topic for this session is Interlibrary Loan. The programs are set for March 28- April 1 in Conway, New London and Derry. It was decided that the Roundtables will take place the 4th week of March annually. The program committee will meet again on Friday, Feb 4 in Manchester.

The NHLC will be on May 12 and 13th of this year. Sarah is putting the final touches on the program which will focus on using volunteers in the library. The name for the workshop must be presented to the committee soon, so various titles were considered. At this point we are thinking of using something with the terms “Bridging the Gap” or “Fill in the Gap” with volunteers. READS is scheduled for the 3:30 to 4:30 slot on Friday, May 13th. Terry Knowles has agreed to be one of the speakers; Sarah is following up on two others who might be possible speakers. Sarah is also asking for input from libraries as to how they use volunteers in their libraries now and any successes or disappointments they may have experienced.

Besides the aforementioned dates, READS will also be publicizing that their annual calendar will include a Fall Conference to be held the first Friday of October every year. This year the date is October 7th.

There are deadlines READS must meet to have their news in the State Newsletter. Feb 20th is the next deadline. The READS board will meet again on Tuesday, February 15 at 3:30 in Manchester specifically to discuss the by-law changes. We will set up future dates at that time.

Claudia is working on our newsletter to be mailed to our constituents. She will finalize that letter and email it. This letter will contain all the information necessary to keep people updated on READS.

The READS award was mentioned. This award will be presented as a result of one of the programs focused on during the Roundtable discussions. The criteria and title for the Award and the deadlines involved need to be determined.

Respectfully submitted,

Diane Arrato Gavrish

Secretary