

READS Executive Board Meeting

August 2, 2007

10:00 am Local Government Center, Concord, NH

President Mayer called the meeting to order at 10:15am. In attendance were Chris Hague, Steve Viggiano, Sarah Leonardi, Lois Freeston, Claudia Mayer, Diane Arrato Gavrish, and Amy Thurber.

The minutes from the April 5 and the June 14 meetings were accepted as read.

President's Report

Claudia asked board for information from most recent NHLA Executive Board meeting. Sarah reported that Heather Shumway had told the board that NHLA lost money on the Spring 2007 conference. Chris questioned if there would be a report to explain the financial situation for the Spring conference.

Steve Butzel is working on the website

There was a consensus of the NHLA Exec. Board that highly important information should be sent to NHLA members via email as well as being posted to NHAIS and the NHLA blog. (READS Board agreed this was a good idea).

There is a sense that READS will be called upon to help at the NHLA Spring 2008 conference.

Vice President's Report

Chris reported that the speakers for the READS Fall meeting are lined up. The Programming committee is questioning whether honorariums or mileage payment is the way to acknowledge the speakers. Claudia will research what has been done in the past and report to Chris.

Address labels are ready for the brochures

The Exec. Board had a chance to proof the draft of the brochure at the meeting and made a few suggestions.

The food is also all set and falls within the programming committee's budget.

There will be no programming committee meeting in August.

The budget for the conference will be determined through email correspondence.

The program will be mailed to college libraries and LGC will be used as the point of contact.

The brochure will be sent in September.

Treasurer's Report

Lois presented the Treasurer's report, which includes an accounting of the budget by credit and debit. Total income \$3491.38. Chris suggested that line items be added to the budget report and will send Lois an example.

Committee Reports

Membership

Steve asked if an update letter should be sent to membership even though the Fall Conference Brochure will be mailed shortly. After discussion, the Exec. Board decided that it would be a good idea to send the letter as a save the date announcement of the conference. It was also decided that READS information should be sent to all new hires through out the state.

Nominating

Sarah has begun to receive suggestions of people to nominate. Mary Alghren, Tilton/Northfield, Betsy Eaton, Lyme, and Katherine Hilliard, Plymouth will also supply names of potential nominees. Sarah also asked the Exec. Board to ask people to run. The two positions open are Vice President and Secretary. Sarah hopes to have the candidates ready by the end of August. Amy will be collecting candidate bios and creating the ballot.

Award of Excellence

Sarah made a motion that the Award nominating committee consist of Immediate Past President, Current Past President, and the 3 most recent award recipients. Diane seconded and the motion passed. Sarah made a motion to extend the deadline to August 31. Diane seconded and the motion passed. Sarah will give the names of the nominees, nominators, and directors to the programming committee so invitations to the Fall Conference can be sent. Steve will add the award date extension to the membership letter.

READS-TO-GO

Amy reported that 31 bags have been created. There will be a meeting on August 13 with all new interested members. A suggestion was made by the Exec. Board that testimonials be added to the brochure and website for added advertising. Testimonials and PR materials should be solicited from users of the kits.

Public Relations

Diane reported that we still have a large stock of pads. Pens will be reordered. Diane will find out what charges might exist for changing to the 20th anniversary logo for the pens. Diane will plan to have a birthday cake to celebrate the anniversary at the Fall Conference.

Old Business and New Business were tabled until the August 23 meeting.
Meeting adjourned at 12:15pm.

Respectfully submitted,

Amy Thurber, Secretary