



## READS Executive Board Meeting

Friday, July 9, 2021 10:00AM

- Members Present: Mindy Atwood, Brianna Hemmah, Alexa Moore, Natalie Moser, Kersten Matera, Jane Martina, Eileen Gilbert, Jessica DeLangie
- Absent with Notice: Sue Harmon
- Call to Order 10:01 AM
  
- Acceptance of minutes from May 14, 2021
  - Motion to accept minutes made by Natalie Moser, seconded by Jessica DeLangie, motion carries. Mindy Atwood Abstains.
  
- Reports
  - [President](#), Kersten Matera: : amending bylaw to have meetings be bi-monthly, bylaw implies minimum required, leave unchanged at this time.
  - [Vice President](#), Natalie Moser: Quorum consists of 50% of executive board. Other minor bylaw alterations. See [bylaw amendments](#).
  - [Past President](#), Mindy Atwood: provide one additional opportunity for nominations due to website being down. Mindy Atwood will put this out on NHAIS and it will be put on Librarians of 603 Facebook Page.
  - [Treasurer](#), Jessica DeLangie
  - [Membership](#), Sue Harmon
  - Programming, Eileen Gilbert: no report submitted.
  - [READS-to-Go](#), Brianna Hemmah: Need to add new bags in the near future. \$800 for 25 at last purchase.
  - [Public Relations Chair](#), Jane Martina
  - [Website Coordinator](#), Alexa Moore
  
- New Business
  - Treasurer position: Motion to accept nomination of Laura Pezone made by Mindy Atwood, seconded by Jessica DeLangie. Motion carries.
  - Bylaw changes and elections should go out to members (on or before August 9): Mindy Atwood will provide candidate bios to Matthew Gunby. Matthew Gunby will work with the Board to determine how to send this out on Wild Apricot. Candidate bios will also be published in August newsletter.

- Award of Excellence
- NHLA Website down: Lori Fisher migrated some of the Covid-19 materials to the state library LibGuide site.
  
- Old Business
  - READS Raffle Campaign: drawing at READS Annual Conference.
  - Annual Fall Conference
  - READS Archive/Google Drive: Kersten Matera and Alexa Moore will work to upload materials to the READS Archive.
  
- Adjourn
  - Next meeting: Friday, September 10, 2021 at 10 AM
  - Motion to adjourn made by Mindy Atwood, seconded by Jessica DeLangie, motion carries.

## READS President Report – July 2021

I attended the NHLA Board meeting on June 8, 2021. A couple of take-aways include:

- The NHLA website continues to be down.
- NHLA Fall Conference will be held in person at Mill Falls on Thursday November 4, 2021. Note this is a new date. The theme will be along the lines of “How to take care of us so we can take care of our community”.
- NHLA announced that Sue Harmon will be one of the participants in NELA’s Emerging Leader Cohort – congratulations, Sue!
- NHLA decided to send a letter the committee of conference who are (were) looking at HB 2 to express our strong opposition to Section 330 of the Senate Finance Committee’s amendment to HB 2 (“Section 330”).
- NHLA formed a Strategic Plan committee.

NHLA’s Treasurer Elect resigned and our READS Treasurer, Jessica DeLangie, has been tapped to take over his Treasurer Elect/Treasurer term. In the event that an officer steps down from READS before the end of their term, the READS Executive Board can vote a new person into that role to finish out the term. The READS Treasurer position is a two-year term. The current term lasts until the end of 2022. Mindy recruited Laura Pezone, Assistant Director at the Newbury Public Library to complete the rest of Jessica’s two-year term. I’ll share her bio and we can vote on her nomination at our meeting.

We had a total of five nominations for the READS Award of Excellence, I forwarded them all to Mindy.

Although the NHLA website is down, a librarian contacted me for the Adult Programming form which is still up and accepting submissions. A library director also contacted me for the READS Award of Excellence online form.

I have been making my way through digitizing the Minutes and List of Officers from the READS Archives. I am about 2/3 finished.

Respectfully submitted,  
Kersten

## **READS Vice President Report – July 2021**

Revised Executive Board Amendments to Articles VI and IX of the Section's Bylaws. These amendments were submitted to Matthew Gunby for dissemination to the READS membership. They will be voted on at the Annual Meeting, October 8<sup>th</sup>.

Respectfully Submitted by Natalie Moser, READS Vice President

## READS Past President Report

We have four viable submissions for the READS Award of Excellence (yea!). The deadline for submissions was June 28<sup>th</sup>. However, given the fact that the NHLA website has been down since June 2, would we consider sending an email today (7/9) to the NHAIS list-serve that offers to accept nominations until July 19<sup>th</sup>?

Here is the sample text of the email I could send:

The READS Award of Excellence recognizes an individual who has been instrumental in providing library services to adults. It could be someone who offered a new and exciting program, someone who has excelled at outreach to the community, or some other creative innovation.

The deadline to nominate individuals was June 28<sup>th</sup>, but due to the technical difficulties of the NHLA website, the READS Board has decided to extend the deadline to July 19<sup>th</sup>. If you would like to nominate someone, please send the following information to Mindy Atwood, READS Past President at [director@abbottlibrary.org](mailto:director@abbottlibrary.org).

1. Nominee's name, position and library
2. Nominee's library address, telephone number and email address
3. Name of nominator, nominator's position and library
4. Nominator's library address, telephone number and email address
5. Please list the nominee's accomplishments and describe how these accomplishments have enhanced library services.
6. Why do you feel this individual is a worthy recipient of this award?
7. How did you hear about the READS Award of Excellence?

## Treasurer's Report

**Balance 05/11/2021** 4,996.03  
**Income:**

Interest 0.08

Membership 15.00

Fall Program

Reimbursement

Spring Program

Overpayment

Reconciliation

### Expenses :

Membership

Publicity

Fall Program

Annual Meeting

Award of Excellence

Program Support

Refund

Spring Program

NHLA

READS TO GO

Banking fees (bounced check)

Misc.

**Balance 07/09/2021** 5,011.11  
Respectfully submitted,  
Jessica DeLangie, Treasurer

**READS Membership Report: July 9, 2021**

We currently have 160 Active, Paid members! This time last year, we had 177, so that is a decrease of 9.6%.

Since last report, four members renewed.

**Newsletter**

The newsletter was sent out on Tuesday, June 1, 2021. It reached 154 recipients, and was opened by 47% of recipients (71). 6%, or 10 people, opened links in the email.

The next newsletter will go out on August 3, 2021.

Respectfully submitted,

Susan Harmon

## Reads-to-Go Report

### Kit Development

Kits recently added include: *Inheritance* and *Exhalations*.

Kits in the process of being added include: *A Year of Silence*, *Intimations*, *Giver of Stars*, *Miss Benson's Beetle*, *The Exiles*, *The Beekeeper's Apprentice*, and *The New Jim Crow*.

Kits currently being offered to Libraries for hosting include: *Anxious People*, *City We Became*, *Dear Edward*, *Deacon King Kong*, *The Girl with the Louding Voice*, *Hamnet*, *The House in the Cerulean Sea*, *Interior Chinatown*, *Long Bright River*, *Mexican Gothic*, *Pull of the Stars*, *The Rose Code*, and *Such a Fun Age*. Books that can be added after the paperbacks become available are: *Leave the World Behind*, *Uncomfortable Conversations with a Black Man*, and *The Vanishing Half*.

### READS-to-Go Committee

The READS-to-Go Committee held a meeting 6/28/21. The Committee looked at the proposed amendments that will make READS-to-Go a Standing Committee. Most of the meeting was spent refreshing the approved titles list.

### ARPA Funds

We have had two libraries use ARPA funds to purchase a READS-to-Go Kit. They are *The Exiles* hosted by Gilsum and *Miss Benson's Beetle* hosted by WA Bachelder.

There were 36 new kit reservations in May, and 21 in June.

The next READS-to-Go meeting is tentatively scheduled for 9/27/21.

Respectfully Submitted,

Brianna Hemmah



## **Reads Public Relations Report**

### **Newsletter:**

- The June/July Newsletter was sent out on June 1, 2021. The next newsletter is scheduled to go out on August 3, 2021. Some potential topics for the upcoming newsletter include: Fall Conference, Bylaw Changes and Election Information, READS Raffle, Programming Database Highlight, Summer Reading Program spotlight, any additional adult services related content.
- Resized June/July newsletter graphics for Alexa to post on the blog.

### **Publicity:**

- Communicated with Mindy about READS Award of Excellence publicity.
- Began creating graphics and social media content to promote the August newsletter, as well as READS Raffle, Programming Database for July on Social Media.

Respectfully Submitted,  
Jane Martina  
Public Relations Chair

**Website Coordinator Report:**

**General Updates:**

- Reported images were not loading on the READS site to NHLA Website Coordinator on May 27th.
- Website down with no updates made since our last meeting.

**Program Repository**

- We now have 45 submissions, 6 more since our last meeting.

Respectfully submitted,  
Alexa Moore

## Amendments to the READS Bylaws (new text in green)

### ARTICLE VI. Committees

Section 1. There shall be the following standing committees: Award Selection, Membership, Programming, Nominating, Publicity, and READS-To-Go.

Section 2. Each committee shall appoint one designee to serve as a Chairperson and member of the READS Executive Board for a period of two years, or until their successor is appointed. Chairpersons may be removed from office at the pleasure of the Executive Board as provided in the parliamentary authority. An exception is made for the Nominating and Award Selection Committees which shall be chaired by the immediate Past President.

Section 3. Vacant committee chair positions shall be appointed by the Executive Board.

### ARTICLE IX Meetings.

#### Section 1. General Membership.

A. The annual business meeting and special meetings of the general membership shall be held at such time and place as the Executive Board shall designate.

B. A quorum will consist of 10% of the section membership, attending in-person or virtually.

#### Section 2. Executive Board.

A. Quarterly meetings of the Executive Board shall be held at such time and place as the President shall designate, including virtually via an on-line platform.

B. A quorum shall consist of fifty percent of the Executive Board. The position of Website Coordinator shall be considered a voting member of the Executive Board.

C. The President may call for a question, discussion, and a vote by e-mail when issues arise and cannot be deferred to the next Executive Board meeting. The e-mail discussion and vote shall be recorded by the Board secretary and be documented as Board minutes. Voting by e-mail shall require the minimum of two-thirds of the Executive Board.

### ARTICLE VIII. Amendments.

Notices of proposed amendments to the by-laws must be appended to the call for a meeting. Amendments shall be passed upon affirmative vote of two-thirds of the membership present.