

Minutes of the Annual Meeting of the Southern NH Library Cooperative May 13, 2014

Tina Owens stated, the hosting library will lead the meeting and appoint the note taker.

The regular meeting of the Southern NH Library Cooperative (SNHLC) Board of Trustees was called to order at 7:10 pm by D. Hoadley

Trustee's attending the Meeting.

Last Name	First Name	Town	E-mail address
Cobb	James	Atkinson	jcobb@kimballlibrary.com
Doughty	Wendy	Atkinson	Wendy.doughty@leewayne.MV.com
Finn	Marnie	Atkinson	Mfinn111@comcast.net
Jette	Linda	Atkinson	ljette@myfairpoint.net
Phair	Alan	Atkinson	
Heer	Diane	Atkinson Director	director@kimballlibrary.clm
Kiarsis	Jennifer	Plaistow	jypsyjenn@gmail.com
Vinton	CAB	Plaistow Director	director@plaistowlibrary.com
Owens	Tina	Sandown	towens@sandownlibrary.us
Stock	Pete	Sandown	pstock@comcast.net
Lachance	Barbara	Sandown Director	blachance@sandownlibrary.us

Trustees absent from meeting

Pajak	Louise	Sandown	lbpajak@comcast.net
Willis	Catherine	Plaistow	cdwillis@comcast.net
True	Diana	Sandown	NHtrue@comcast.net
Stafford	Carol	Sandown	cstafford@comcast.net

Marnie Finn called for a discussion of last year's minutes.

Punctuation corrections were suggested by M. Finn, A Phair, K. Corbett, J. Cobb and T Owens. A motion to accept the minutes was made by M. Finn, and seconded by T. Owens Vote: 8-0-4

Update from the directors.

Statistics – Plaistow Library Director Cab Vinton

Director Cab Vinton presented the Circulation Statistics for the period of May 2013 through April 2014. This included a breakdown by materials owned by the member library; breakdown by patron transactions at non-Home Branch; breakdown of checkouts of materials owned by non-home branch

Atkinson Trustee Doughty posed the question, "do these statistics indicate the Co-Operative is successful?" Discussion ensued. Director Vinton made the point that the Co-Op is barely two years old and the primary focus at this stage is likely physical sharing of resources. Discussion shifted to how the member libraries are promoting the Co-op and the services available. The general consensus is that

residents in each town are still learning about the Co-op. Discussions shifted to how to expand resource sharing and increasing awareness through programming. No official decision was made other than to stay the course through 2014/2015 and continue to promote the Co-op at every opportunity.

Policies – Kimball Library Director Diane Heer

Director Heer presented the current SNHLC Policies. (See attached)

Discussion ensued regarding the Fines policy. In particular, a majority of the Trustees from each library agreed the maximum fine of \$10 per item is too low. The group agreed each Director will discuss this situation at their respective monthly Trustees' business meeting and determine a recommended maximum fine. Atkinson Trustee Phair encouraged each library to make a decision quickly so the Directors can implement any increase as quickly as possible.

The discussion then shifted to collection development. Director Heer reported the SNHLC Directors are contemplating having each library specialize in a non-fiction collection area. Examples, included history crafts, military, etc). This is a relatively new idea among the Directors but is gaining momentum and will continue to be something the Directors will explore. Director Vinton noted that he wants to study his circulation statistics by collection to better understand what is popular for his patrons. Sandown Trustee Owens shared how the Sandown Library tracks usage statistics by Dewey Decimal system and offered to share how we collect and measure out statistic to support collection development.

Outreach – Sandown Library Director Kirsten Corbett

Director Corbett reviewed a series of outreach programs the member libraries are doing to spread the word about the Co-Op and its services. Director Corbett noted that many of the ideas and suggestions already discussed during tonight's meeting are indeed what the Directors are either doing or planning to do in the near future.

Update on 3.14 Koha Upgrade (scheduled 4/24/14)

Director Corbett reported and the other Directors agreed, unanimously, the upgrade happened and it was successful.

Director Vinton noted that, in his experience, each time Koha upgrades the system improves.

Director Heer reported the State of NH is now moving to Koha as well.

OLD BUSINESS

Review of current Bylaws.

Sandown Trustee Owens reviewed for the attendees the discussion at the May 2013 to create a steering committee for new members. The Bylaws only pertain to current members.

At the May 2013 meeting, it was decided a steering committee for new members would look at the Bylaws relating to membership. The attendees agreed each library agreed to appoint one Trustee to serve on the Steering Committee for new members. Each library will make this decision at their next monthly Trustees meeting.

At the May 2013 SNHLC meeting a suggestion was made to change Article VI Section 3 though the minutes were not clear why a concern was raised at the time. Discussion ensued. The attendees reviewed the language, saw no problems with the language as written and determined no changes are necessary to the Agreement.

NEW BUSINESS

There were no new business items to review.

The motion to adjourn the meeting was made by Atkinson Trustee Alan Phair and seconded by Tina Owens. Motion carried unanimously. Vote 11-0-0

DRAFT