

CHILIS Executive Board Committee Meeting Minutes

Friday, January 20, 2011 at 10:00 a.m.
Local Government Center, Concord

Present: Yvette Couser, Gail Drucker, Patti Falconer, Ann Hoey, Nancy Lang, Lisa Michaud, Kathy Tracy,

Absent: Luci Albertson, Amy Graves, Amy Inglis, Amy Lappin, Gail

Zachariah Meeting called to order: 10:05 am

Reports

- Secretary – Yvette: Corrected minutes were accepted as previously emailed.
- Treasurer – Nancy: Distributed current report, which were accepted. She will request \$2000 for KBA funding.
- Great Stone Face – Luci not present. No report.
- Isinglass – Amy I. was not present, but Kathy read Amy's report previously email to her: *Isinglass is heading into the final months of reading and developing our next list. We will be doing voting in early May to get this year's winner. No major issues this year....award is sent for last year and bookmarks sold out. All funds from those should have been sent in the fall to the CHILIS Treasurer.*
- Membership – Patti had a few questions about Membership Chair duties. Kathy suggested: check if there are new members monthly and send a welcome packet; several times a year, send out an invitation to join CHILIS; at the conference we recognize new members. Patti can obtain a membership list from Christian at NHLA (since CHILIS is a sub group of NHLA).
- Summer Reading – Ann. SRP committee plans are going well. She has some details about the upcoming conference in Hershey, PA. Most people have gotten their binders. Ann will send a reminder email for folks to send her a van slip if they haven't picked theirs up yet. Last official ordering deadline is March 1. In lieu of NHLA conference kick off party, there will be some presentations and speakers. Carol Sanborn sent out an email announcing a collaborative SRP program developed by the Children's Museum of NH in Dover.
- NERCTL – Lisa. Conference registration information has been emailed. The Committee will be visiting Worcester State University in preparation for the conference on March 23. They are inviting school librarians as well. Ann will forward the email to the school librarians list serve. Gail asked if everyone had received an email about another performer showcase in Bedford on March 1.
- NHLA/CHILIS website – Amy Graves was not present. Kathy: seems to be going well and Amy seems on top of things.

Old Business

- **Conferences:**
- **MANUAL**
 - **Final Review of Conference Manual for Fall Conference:** We discussed changes for the Fall Conference Manual, which were accepted. Ann will make the suggested changes.
 - **Spring Conference Manual:** We discussed changes for the Spring Conference Manual, which were accepted. Ann will make the suggested changes
 - **Conference Chair Responsibilities Document:** We discussed changes for the Conference Chair
- **Spring conference:** Discussion of menu choices. We decided on “Little Italy” menu; Gail D. will email additional costs. Nancy reports that some registrations are coming in already. Discussion of raffles: Ladybug books (Kathy will make a coupon), treat basket (Kathy), books (Ann), fleece kit (Yvette) .
- **Wording of Announcement of Fundraising position/need for.** Ann suggests we ask at the conference.
- **Fall 2012 Conference:** Ann: Think about topics and email Ann with suggestions. So far we are thinking about Isinglass book talks, sessions on outreach or marketing, staff training (Yvette will follow up about Merrimack’s staff training in Feb)

Other:

- CHILIS Librarian of the Year – no nominations yet.
- By-Law Changes
Article VI. Section 1. “Summer Reading” is repeated; delete one. “Committee chairs for standing committees” Put sentence after bulleted list.
Article VI. Section 2. “The board shall appoint....(list) and “appointed positions are two year terms and may be reappointed by the Board.”

When Yvette types these up, put changes in red so members know what we are proposing. *Changes need to be posted to the CHILIS listserve 30 days prior to Conference, voted on during Business Meeting at Spring Conference.*
- NHSLMA –Ann. No updates. Ann will announce the NHSLMA conference at the March CHILIS conference and will send out registration forms in mid-March.

New Business

- Financial matters. Discussion: We need to tighten up the money handling and processing procedure. Clarify who to send checks to; Nancy will put information out. Review at April meeting.
- Phone list: Kathy passed around a form to create a phone tree for the Board.
- Next meeting: Friday, February 10, 2012 LGC 10:00. Snacks? Nancy
- April board meeting will move because of CSLP Conference in Hershey.
- Meeting Adjourned: 12:04 pm