

## **ULAC, Urban Library Administrators Consortium**

**March 30, 2018**

### **Minutes**

Present: Todd Fabian (Concord), Cathy Beaudoin (Dover) Dianne Hathaway (Goffstown), Vicky (Hudson), Denise van Zanten (Manchester), Yvette Couser (Merrimack), and Brian Sylvester (Rochester)

Todd called the meeting to order at 10:00 a.m. Introductions were done.

Minutes: February Minutes were approved on a motion by Denise and seconded by Cathy.

Treasurer's Report: Mary Ann was absent but had sent a report to Todd. \$3129. No expenses. Todd reported that they were working on a schedule for ULAC for the NHLA annual budget.

Topic: Unconference:

- Todd reported that the date of Friday, September 28<sup>th</sup> is booked at the new Community Center in Concord.
- The group discussed a budget of \$1250 to cover food for a morning break as well as any speaker fees/mileage. Todd will review this with Mary Ann.
- Potential titles of program are "Libraries Keeping them Safe" or "Keeping your Library Safe"
- Rough Schedule:
  - 8:30am – refreshments and a glimpse of Concord's soon to be opened pop up Library
  - 9am – Session 1 – Library Safety and security- discussed potential speakers: focus on public safety/personal safety, keeping building safe. Denise can speak to her City Security Manager to do an overview which can apply to any size library about this topic. Another topic was "Internet Safety" Todd will contact State Police to see if they have someone
  - 11am- 15 minute break
  - 11:15- Session 2: Table Talks breakout on Opioid/ Mental Health – Who to invite?
  - 11:45- - Table Talks review
  - 12:15 – Group discussion on themes from table talks
  - 1pm- Adjourn
- Based on discussion related to schedule and topics the group decided that we'll send out a short survey to NHLA Members with some topics for them to select from to help us plan out the day. Our topics above are related to the feedback we received at the Director's Roundtable held last May at conference.

.Reports:

State Library- No report.

NHAIS- No report

NHLA- Next full board meeting is April 10<sup>th</sup>. The Officers are working on the FY2019 budget with the Treasurer. Fall conference planning has started. Vendor information/sign up for the spring 2019 conference is out. The next Spring Conference Committee meeting is April 9<sup>th</sup> at Mill Falls. Advocacy boot camp was very successful. Unfortunately the snowstorm cancelled the Advocacy program for the Executive Board.

NELA- Meet on March 16<sup>th</sup>.

- Bylaws being updated.
- NELA moving to all board e-mails rather than using personal ones.
- ALS cancelled their annual event due to low registration. The board discussed how to address cancellation fees going forward. Looking for a list of cheaper or free venues from around the region. Bob is compiling this for them.
- NETLS has their standalone conference on April 2<sup>nd</sup>.
- ITS has their standalone conference on June 8<sup>th</sup> in Portsmouth.
- NERTCL reorganizing after chair stepped down.
- Massachusetts Library Association's spring conference is May 21-23<sup>rd</sup> in Framingham. They also held a successful Legislature day on March 6<sup>th</sup>.
- Conference group is meeting on April 6<sup>th</sup> in Warwick. Conference locations were discussed: 2019 still looking for a place in CT; 2020 contract under review by Admin board to be held in Manchester, NH; 2021 Discussing going back to Portland
- Verbal Judo program to be held July 11<sup>th</sup> in Shrewsbury.
- Board structure was discussed again related to the VP and President positions. Board will review other options.
- President reported on ALA midwinter to the board.
  - She would like to see NELA participate in SLJ Leadership Basecamp and to offer 4 \$500 scholarships to attend at Simmons August 7<sup>th</sup>-8<sup>th</sup>. Board approved only 2 scholarships as there is not much money in the Educational Assistance funds, fundraising ideas were discussed.
  - She brought forward creating NELLAC (New England Library Advisory Council) within NELA

PLA- Yvette and Dianne shared some of their experiences with attending or utilizing the virtual conference. Attendance was down due to travel issues with the Nor'easter that hit the region that week.

Information Exchange:

Hudson—Director Position is open and Trustees will be interviewing shortly. Our thanks to the Hudson staff for the morning treats.

Dover- Migrating to Asabet (sp?) from Plymouth Rocket. Story walls are being done as part of NLW events. Budget going okay. Staff will be getting city badges over the next few months as the city upgrades security.

Manchester— Working with the School District, Parks and Rec on a citywide Summer Reading program which may include pop up libraries; Also working on a One Book One City read for the Fall; Budget out no money for raises or severance wait to see happens over the next few months; library staff had Drug Recognition Training and an update on Personal Safety at this month's staff meeting; Working with NH Job Corp on potential partnerships; reviewing our fines/registration policies especially for children.

Goffstown—Sandy is retiring and David Basora will be joining the Goffstown team from Manchester the end of April. Working on a concert series with the Parks Department as part of Summer Reading. Stopped charging fines on children's materials. Staff Training Day went very well last month.

Concord—Todd is busy hiring part-time positions for the Community Center's Library. New ILS going well, staff are acclimating. Still working with the community on options for their branch.

Rochester— Hoping to migrate to Sierra if money approved in the city budget; new city manager; having discussions with staff and trustees about safety; hoping city will continue IT upgrades for departments.

Old Business: Todd is finishing out Charlie's term as chair. This means the Vice chair position is vacant. Todd will see if anyone is interested. The annual meeting is in December when new officers would be elected.

New Business: none

**Next Meeting:**

April 27<sup>th</sup>- Milford- Topic Project Management (Cara planning?)