

PARALIBRARIAN MEETING
NOVEMBER 15, 2014 9:30 AM
HOOKSETT LIBRARY

Attendance: Eileen Gilbert-Boscawen, Beverly Pitlicki-Pittsfield, Julie Steenson-Greenfield, Elizabeth Thompson-Gorham, Bernie Prochnik-Bath, Kathy Tracy-New London, Julie Spokane-Brookline, Heather Rainier-Hooksett, Lee Ann Chase-Hooksett, Ricky Sirois-Auburn.

Call to order: 9:36

We are now officially on the NHLA website.

Upcoming classes: December 1 at the Hooksett Library, 9-12 NHLA Legal

Reference Workshop with Mary Searles.

- March-Collection Development with Lynn Piotrowicz.
 - Ricky will follow up with an outline from her and date and time.
- April-Keene: Cataloging with Linda Kepner.
 - Julie will follow up with date and time.
- May-Plymouth: Admin. management with Mary White
 - Eileen will follow up with date and time.

The NHLA Executive Board will vote to make the Paralibrarians an official section at their next meeting.

They would like us to make an adjustment to the Certification Guidelines. On the second page under the Amendments need to add *Changes will also be approved by the NHLA executive board.*

Heather Rainier made the motion to make the addition to the Certification Guidelines, seconded by Julie Spokane. Passed unanimously.

It was brought up to make sure that the Review board has 1 director and 2 Paralibrarians.

Registration will be open on January 1, 2015. Guidelines on the NHLA site under sections tab.

Discussed how to get the word out that this program is available. Need to do a full out blast to let people know about the program. Send out info through the ILL van and emails. Contact all the Co-ops to get the Directors on board. Heather and Ricky will introduce the Paralibrarian program to the Merri-Hill Rock Co-op and then send out what they used for talking points. If other Co-ops need someone to come to a meeting to talk about the Paralibrarian program just ask.

Question was asked on how to get prior attendance records to have a paper trail. Recommended that the person contact the group or program that they attended to have an email sent that they attended and/or their Library director can sign off that they attended.

Eileen said that she would work on a certificate of attendance form.

NHLA members who wish to join the Paralibrarian section, will need to join NHLA with an additional \$5 for the Paralibrarian program.

Decided that we should meet every 2 months for the first year and quarterly after that.

Ricky will do research on making a list of sources for classes on-line. If we have any suggestions please send them to Ricky.

Eileen would like to have links to programs so that people can see the dates, times and locations.

Julie said that she will be meeting with the NHLA treasurer to go over what she needs to do.

Discussed qualifications for certification and clarified that is not necessary to go to actual classes applicants can use webinars or on-line courses to get moving on portfolios.

Meeting adjourned at 10:40am.

Our next meeting will be Friday, January 9th at 2:00pm at the Hooksett Library.

