

Paralibrarian Meeting
February 27, 2014 10:00 AM
Hooksett Library

Attending: Eileen Gilbert-Boswawen, Bernie Prochnik-Bath, Elizabeth Thompson-Gorham, Ricky Sirois-Auburn, Julie Spokane-Brookline, Heather Rainier-Hooksett and Lee Ann Chase-Hooksett.

Call to order 10:10

Budget- our current budget is \$165.00 includes \$25 that the NHLA gave us for start up money.

Julie showed us the Budget that she had put together. Heather proposed it for 2015 and Julie 2nd it. All approved. Heather proposed the same budget for 2016 Lee Ann 2nd it. All approved.

NHLA approved the Paralibrarian Certification with a slight change. They would like an NHLA member (Board member) on the Certification Committee. Who would do it?

Michael York said that they would need a rep. also from the State Library to be a member of the Certification Committee.

Eileen will talk NHLA and State Library to find out who would be available.

Discussed about making copies of the turned in Certifications. Would it be the person who was submitting or would we as the group budget for the paper and make the copies. What would we do with the copies after we are done with them? Discussed setting the standard as sending in 2 copies, one in a organized binder and one reproducible. We will need to find a space that we would be able to store the binders when done.

Ricky contacted the webmaster of NHLA and did not hear back so he sent everything to them. Ricky willing to put on Auburn website but Heather said no we need to make contact and get this straightened out. Would like us to be able to update our own section. Request that Ricky be the one to do the updates.

Bernie said that Ann Hoey would do the Children's Collection Development course in April either the 13th or 20th, she will let us know. It will be held in Hooksett from 9-4 and BYOL or there are restaurant in the area. There will be a \$5.00 fee for members and \$10.00 for non-members for class.

Will need description of class and get that to Ricky so this can be posted. Question was asked how will members register for class and Eileen will make a Google form for this. How do members pay the \$5.00 for the classes? Julie will collect the \$5.00 and make the deposit. She will need forms for NHLA (Cara). Ricky will make a Google form for this and will change for each class

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Discussed that we need a Program Chair to handle the classes.

Verification form needed for Form B so that Directors will have something to sign for their staff. Competency Form E-description, Ricky will work on rewriting to make it clear what this form is for. Will also need to change on website.

Heather made a motion to remove Exhibit Hall from Conversion Guidelines under Professional Activities, Lee Ann 2nd and all approved. Ricky will make amendments for removing the Exhibit Hall.

Lee Ann will make a Google Group for Group list.

Went over Co-ops that still need to hear about the Paralibrarian Programs and would work on getting the word out. Heather made a list of Co-ops and there are 5 that still need to be addressed. Julie offered to send emails to see if any of them would have a time when a presentation could be made. Ricky and Heather will visit the Seacoast and Heather will talk at the Chilis Meeting in March.

NHLTA meeting coming up and would like to be able to do a quick talk to the Trustees so we can get their backing on the Paralibrarian Program. They offered NHLA table space and we can put brochures and papers there. Heather said that she will be making contact with the President to see if there was any possibility they would be willing to allow a brief presentation. Eileen wrote an article for the NHLTA Newsletter.

There will be a Table Talk at the NHLA/NELA Conference in Manchester about the Paralibrarian Program.

Next meeting April 17, 2015 at Hooksett Library at 10.
Adjourned at 11:30

