

Paralibrarian Meeting
April 15, 2016 10:00 AM
Hooksett Library

Attendance: Eileen Gilbert, Edmund Lowe, Julie Spokane, Heather Rainier, Yvette Couser, Sarah Cornell, Lee Ann Chase.

Call to order: 10:10

Yvette let us know that NHLA Executive Board has asked all sections to start using Wild Apricot. Eileen will follow up with who will help us with training. Julie asked to have access and would like to see a registration to make sure that it working the way that she needs it to work.

Yvette made blank certificates and sent them to Mary and will send them out to Mike for his upcoming class.

There are currently 17 people so far for Mike's class, Julie asked if he had a cap for it.

Eileen asked for us all to mention the Paralibrarian Certification at all the library meetings that we go to get the word out.

Heather had asked for registrations to have a link to the class.

Talked about the missing certifications that had been sent to State Library. Heather will follow up with Michael about them. We decided that it would be better to send them to the chairperson of the Review Board.

For our upcoming election this year Eileen to send out notice for new secretary and treasurer. Julie said that she would continue if she had to.

Send out email for nominations. August set up official ballot-digital ballot.
Done by October 19th for annual meeting.

Edmund asked about designing a logo. More to follow.

Treasurer report: Julie let us know that there is currently \$1580.00 in our account. Needs to buy stamps and paper. Julie mentioned that there was a few payments that had Paralibrarian and NHLA classes together that she would have to watch for.

Discussed if the group would pay for the registration to conference for those that will received their recognition for certification. Decided that yes we would cover the registration fee.

Talked about Medadata and RDA, Sarah said she could do a RDA basic class.

RFID-Yvette said that Urbans Group had meeting and Rochester Library is only library in state.

Brian Sylvester- said that he would be willing to host.

Tech Services-Julie will contact Linda Kepner about Classic Cataloging.

Tech- Basic copy cataloging Sarah would host in Portsmouth.

Networking in the fall.

Dates to follow.

Eileen asked that we check the dates of the other meetings and conferences that are coming up so we do not schedule classes on those days.

Durham Library has asked if we would come to their library to do an overview of the guidelines and Paralibrarian Certification. Julie and Lee Ann said that they would like to see how their program goes first and then they would set up time with them.

meeting adjourned 11:30

Sincerely,
Lee Ann Chase
Secretary
Hooksett Library