

Meeting to discuss and prepare a draft Agreement to form
Northern NH Library Cooperative
January 7, 2013
John F. Chick Room at the Madison Library
10:00 AM

Meeting notice was posted at the Madison Library and the Madison Post Office.

A bit of background history: The first draft of the Agreement was prepared by library directors Susan Dunker-Bendigo, Jay Rancourt, and Mary Cronin, using the Southern NH Library Cooperative's Agreement as a starting point. This draft Agreement then went to Attorney Katherine DeForest, representing the three libraries jointly, who reviewed the draft and made recommendations for revisions. This "redlined" draft was the one reviewed at this meeting.

Present: Peter Stevens, Trustee, Madison Library; Jay Rancourt, Director, Cook Memorial Library; Lloyd Hadden, Trustee, Cook Memorial Library; Andrea Kennett, Trustee, Cook Memorial Library; Susan Bailey, Trustee, Madison Library; Susan Dunker-Bendigo, Director, Jackson Public Library; Denise Sachse, Trustee, Jackson Public Library; Mary Cronin, Director, Madison Library

Meeting began at 10:10 am. It was decided that Mary Cronin will take minutes, Susan Dunker-Bendigo will make edits to the Agreement (projected onscreen for all present to view), and Jay Rancourt will act as Chair for today's meeting.

Mary Cronin asked to reiterate the purpose of today's meeting. All agreed the meeting's purpose was to review the draft Agreement and prepare a single draft to bring to each Trustee Board's January meeting for approval.

A discussion followed on whether each participating library's Town Attorney needs to review the Agreement in addition to the review already performed by Atty. Kate DeForest. Consensus was that it is not necessary, but information about new Agreement should be shared with Town Boards (Selectmen, Budget Committees).

Peter Stevens presented a revision for Article II: Purpose that clarifies that Agreement will not affect Town's relationship with the library or existing library services, and lists some of the benefits of entering into this Agreement.

Jay Rancourt initiated a line by line review of the draft Agreement. Cost sharing rules under Section 4 were changed/clarified. Representation at quarterly meetings and participation in committees and user groups was discussed, resulting in a minor revision to the wording in the redline draft of the Agreement. Libraries seeking membership to the Cooperative will have to make their request at the annual meeting.

Also discussed was the NH State Library's NHAIS-Local automation (ILS) for small libraries, and how their decision to use the same software (Koha) with the same support provider (ByWater) affected the

Northern NH Library Cooperative. It was decided that in terms of price, availability of first-level support, and timeliness of switch, forming our own cooperative will be a much better route.

Action will be taken by each Board of Trustees to address Atty. DeForest's comment on the redlined draft of the Agreement: that each library should confirm whether its Bylaws state what signatures are needed to enter into a contract.

Lloyd Hadden MOVED to adjourn the meeting at 11:50 AM. MOTION passed.

Respectfully submitted,

Mary Cronin