



STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL
RESOURCES NH STATE LIBRARY

20 Park Street Concord, New Hampshire 03301
Phone: (603) 271-2393 Fax: (603) 271-6826

December 22, 2021

His Excellency, Governor Christopher T. Sununu
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, New Hampshire State Library, to make a **Retroactive** payment to United for Libraries (VC #175432), Chicago, IL in the amount of \$22,800 for a one year membership effective upon Governor and Executive Council approval for the period from October 1, 2021 through September 30, 2022. 100% Federal Funds.

Funds are available in account, Federal Library Program, as follows:

03-035-035- 353010-24470000-026-500251 – Organizational Dues	<u>FY 2022</u> \$22,800
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EXPLANATION

This request is due to changes in the ALA/United for Libraries accounting software as well as a conversion to a new eLearning platform for live and archived webinars. The New Hampshire State Library (NHSL) tried since July 2021 to obtain an invoice for this statewide access, but did not receive one until December 2021. Therefore, this request is retroactive. This membership is being paid for with Institute of Museum & Library Services, American Rescue Plan Act funds received through the IMLS Library Services & Technology Act program. Membership with United for Libraries, a division of the American Library Association, will provide statewide access to resources and training for library staff and trustees related to trustee/Friend/Foundation issues faced by public libraries.

Following is a completed questionnaire developed for organizational dues and membership requests. A copy of the invoice is also attached.

- 1. How long has this organization been in existence and how long has this agency been a member of this organization?** United for Libraries has been in existence since 1890 (as the American Library Trustee Association), and as a Division of the American Library Association since 1999. The NHSL has never had a membership with this organization for the public library staff and trustees in this state prior to this one-year membership.
- 2. Is there any other organization which provides the same or similar benefits which your agency belongs to?** No, United for Libraries is the only national organization in the US that provides support, resources, and training to library trustees, Friends of libraries, and library foundations.
- 3. How many other states belonging to this organization and is your agency the sole New Hampshire state agency that is a member?** Government agencies in 15 states provide statewide resource access through United for Libraries to public library staff and trustees. Public library staff and trustees in other states can obtain an individual or institutional (individual library) membership.

New Hampshire State Library is the only agency in NH that provides membership to this organization for our NH public libraries and library trustees.

4. **How is the dues structure established?** United established a fee of \$100 per public library in each state for the statewide membership cost. In NH, 228 public libraries equates to \$22,800.
5. **What benefit does the state receive from participating in this membership?** Elected library trustees throughout New Hampshire receive access to print and online resources on a variety of topics important to library governance and management, as well as free access to all archived webinars and current live webinars during the access period. With the pandemic and the new issues surrounding access and governance beyond in-person meetings, providing professional development resources to a large number of elected library trustees in the state has become a greater need among our public libraries, which can be addressed now through our IMLS ARPA funding.
6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.** Yes. Training is provided throughout the year to members regarding policy creation, governance, human resource management, etc. through Short Takes for Trustees, the Trustee Academy, and United for Libraries Learning Live.
7. **Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams?** Membership is not required to receive any federal grants or to participate in licensing or certification exams.
8. **Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.** No. There is no travel included with the membership fee.
9. **Which state agency employees are directly involved with this organization? Indicate if they are members, voting members, committee members, and/or officers of the organization.** Lori Fisher, Assistant State Librarian at the NH State Library, is a member of the United for Libraries Advocacy Committee due to her work with the American Library Association Policy Corps.
10. **Explain in detail any negative impact to the State if the Agency did not belong to this organization.** While we do have the all-volunteer NH Library Trustee Association, the United for Libraries membership provides a much deeper and expansive pool of resources about governance, policy-creation, and human resource management for elected library trustees that greatly supports the professionalism of public library governing bodies in our state.

Respectfully submitted,



Sarah L. Stewart
Commissioner

(15M)

United for Libraries

Mailing Address:

American Library Association / United for Libraries
225 N Michigan Ave | Suite 1300
Chicago, IL 60601

INVOICE

REMIT TO:

American Library Association
225 N Michigan Ave | Suite 1300
Chicago, IL 60601

BILL TO

Lori Fisher
New Hampshire State Library
20 Park Street
Concord, NH 03301
Lori.A.Fisher@dn-cr.nh.gov

CUSTOMER ID

NHSTLIB

TERMS

Net 30

INVOICE #

U-22-124

DATE

12/7/2021

DESCRIPTION

QTY

UNIT PRICE

AMOUNT

1-Year Statewide Training All Access
through 9/30/22 for all library directors, staff,
Trustees, Friends of the Library groups,
Foundations, and state library staff.

1

\$22,800.00

\$22,800.00

If you have any questions, please contact
Beth Nawalinski
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312-280-5868

SUBTOTAL

22,800.00

TAX RATE

TAX

TOTAL

\$ 22,800.00