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State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
STATE LIBRARY

20 Park Street Concord, New Hampshire 03301
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TDD Access: Relay NH 1-800-735-2964
nhsl.dncr.nh.gov



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September 22, 2025

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

The Department of Natural and Cultural Resources, New Hampshire State Library, requests **Retroactive** renewal of a membership with the Council of State Libraries in the Northeast (VC #154755) Hartford, CT in the amount of \$3,000 effective upon Governor and Council approval for the period July 1, 2025, through June 30, 2026. 100% Federal Funds.

Funds are available in accounts, Federal Library Programs, as follows:

	<u>FY 2026</u>
03-035-035-353010-25540000-026-500251- Organizational Dues	\$3,000
	TOTAL: \$3,000

EXPLANATION

This item is **retroactive** because of the timing associated with the delivery of the invoice by COSLINE and staffing churn within the State Library in conjunction with fiscal year rollover. Library staff have done their best to avoid this in previous years, but correspondence was originally sent to staff who recently retired which contributed to the late receipt of the invoice.

New Hampshire State Library (State Library) is requesting permission to retroactively renew its membership with the Council of State Libraries in the Northeast (COSLINE), an independent organization of state libraries. The State Library has been a member of COSLINE since its inception and has included the expense in its budget approved by the legislature.

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?** COSLINE has been in existence for 40 years and the State Library is a charter member.
2. **Is there any other organization which provides the same or similar benefits which your agency belongs to?** No, COSLINE is the only regional association for state libraries in the Northeast.

3. **How many other states belonging to this organization and is your agency the sole New Hampshire state agency that is a member?** 13 Northeastern and Mid-Atlantic states are all members. No other NH state agency is a member of COSLINE.
4. **How is the dues structure established?** All members pay \$3,000 annually.
5. **What benefit does the state receive from participating in this membership?** COSLINE is one of three regional, national organizations for state libraries. By joining together with other state libraries, New Hampshire maintains eligibility for additional federal funds.
6. **Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.** Membership in COSLINE gives each member access to its peers around the country through an electronic listserv (at no additional cost). The listserv provides an easily accessible source of information about state-based programs, current issues and solutions.
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. However, the membership does allow for opportunities for additional funding from Institute of Museum and Library Services (IMLS) for regional activities.
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.** COSLINE covers the lodging expenses for attendance at the annual meeting held in a different state each year. It also covers conference expenses for State Library personnel to attend specialized seminars and workshops.
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.** Each State Library is a voting member of the organization; State Librarians may also serve as officers or on the Board of Directors.
10. **Explain in detail any negative impact to the State if the Agency did not belong to this organization.** If the State Library did not belong to the organization, it would not have the ability to share in consulting services regarding the IMLS grant and five-year evaluation plan.

Respectfully submitted,



Sarah L. Stewart
Commissioner



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<https://www.lyrasis.org/>
 FEIN: 23-1365979

To:
 New Hampshire State Library
 20 Park Street
 Concord, NH 03301-6316 United States

INVOICE

Invoice Date	5/1/2025
Invoice Number	0008364
Due Date	5/31/2025
Customer Number	9808500
Customer PO	

Subscriptions

Subscription for New Hampshire State Library

Item	Quantity	Price	Total
COSLINE Membership Dues Subscription Term: 7/1/2025 - 6/30/2026	1	\$3,000.00	\$3,000.00

Total:	\$3,000.00
Tax Total:	\$0.00
Shipping Total:	\$0.00
Grand Total:	\$3,000.00
Payment / Credit:	\$0.00
Balance:	\$3,000.00

REMITTANCE

REMITTANCE INSTRUCTIONS

Express Pay	Express Pay (https://my.lyrasis.org/expresspayment?id=a11Uh000001jwqt-628bf24d29d710a7b8e0d7a93b092b02) (invoices less than or equal to \$10k are eligible for credit card payment)
My Lyrasis Portal	My Lyrasis Portal (https://my.lyrasis.org) (invoices less than or equal to \$10k are eligible for credit card payment)
CHECK	Lyrasis, CL#900077, P.O. Box 100125, Columbia, SC USA 29202-3125