



Howe Library Corporation Annual Meeting

Sunday, October 23, 2022

4:00 – 5:00 pm

Hybrid

Agenda

- 4:00 Welcome: Jennifer Rickards, Board Chair
- 4:05 Minutes from the November 7, 2021, Annual Meeting
Barbara Spaid, Secretary
- 4:10 Highlights from the Board of Trustees: Jennifer Rickards
- 4:20 The Importance of Community Libraries
Alex Torpey, Hanover Town Manager
- 4:25 A Year in Review
Rubi Simon, Library Director
- 4:40 Finance Report
Jeffrey Harris, Treasurer
- 4:45 Nominating Committee Report and Elections
Catherine Rieke, Nominating Committee Chair
- 4:50 Corporation Member Engagement and Advocacy, Board Acknowledgements
Jennifer Rickards
- 5:00 Adjourn

Minutes from the Howe Library Corporation Annual Meeting
November 7, 2021 (Virtual Webinar)

The meeting was called to order at 4:00 PM (via Zoom) by Wayne Gersen, Chair. The agenda was reviewed, the on-line voting procedure explained and the panelists participating in the meeting were introduced. The minutes from the October 2020 Annual Meeting were unanimously approved.

Chair's Welcome and Report (Wayne Gersen)

Wayne provided an overview of the challenges posed by the COVID pandemic as well as the changes in focus and the new opportunities that emerged. While the library was empty, we were able to tackle infrastructure work that would have been difficult and more expensive to carry out while providing services inside the library. The financial charter and internal financial procedures were reviewed and an amended Memorandum of Understanding with the Town of Hanover clarified which Howe expenditures were the responsibility of the Town and which were the responsibility of the Howe Corporation. New opportunities were devised for fundraising, which enabled the Howe to grow the Endowment. With the challenges of COVID behind us, we will begin to envision the Howe's future through an update of our Five-Year Plan. Consideration will be given to the use of space as more groups meet on-line, continuation or even expansion of the popular pick-up services, trade-offs between technology and books, new ideas for shared space that could possibly incorporate the Maker-Space idea.

Nominating Committee Report (Amy Mancini, Chair)

Amy proposed the names of eight new Corporation members who were approved unanimously by on-line voting:

- Carrie Colla
- Geoff Colla
- Megan Donegan
- Caroline Kerr
- Darcy Kerr
- Susan Weeks
- Marnie Welch
- Terrence Welch

Governance Committee Report (Wayne Gersen)

The incoming Officer's for 2021-2022 were announced as follows:

- Jennifer Rickards, Chair
- Laura Larrick, Vice-Chair
- Jeffrey Harris, Treasurer
- Barbara Spaid, Secretary

Development & Stewardship Committee Report (Mariruth Graham and Keri Craft)

Mariruth thanked Michelle Schembri for her dedication over the past ten years as the Development Coordinator, praising her creativity, open-mindedness and can-do attitude in support of Howe's development and fundraising activities.

During FY 2021:

- The Annual Fund Goal for FY2021 was lowered to \$80,000 due to the uncertainties of fundraising in the Covid period
- Unrestricted gifts were up considerably to \$412,637 due to two large gifts totaling \$274,000
- \$3315 was received in unrestricted gifts
- Community sponsorships raised \$33,000
- The Howel Classic virtual event raised \$17,000.

Development plans for FY2022 include an Annual Fund goal of \$135,000 and a Community Sponsorship goal of \$30,000. Gifts for FY22 total \$17,589 to date.

Keri Craft reported on the following stewardship activities and events:

- In partnership with the Montshire, an evening event of rapid reviews of stories on science was held on Zoom
- In partnership with Still North Books, Charles Wheelan spoke virtually on his recent book, We Came, We Saw, We Left
- The Howel Classic was held virtually with great participation and support from the community
- A Fall Stewardship event was held at an outdoor venue to acknowledge and thank corporate sponsors.

FY22 Development Committee members were acknowledged: Mariruth Graham (Chair), Jennifer Brown, Stan Colla, Joe Pych, Michele Sacerdote and Tracey Walsh with special thanks to outgoing committee member, Susan Hanifin. It was noted

that a suitable candidate is still being sought for the Development Coordinator position. Community Sponsors were recognized and thanked for their support.

Finance Committee Report (Jeffrey Harris)

The fiduciary responsibilities of this committee include

- oversight of the Corporation's assets
- ensuring the prudent management of the Endowment
- facilitation and review of tax filings
- development of financial operating policies and procedures
- assistance to the Director and Trustees on financial issues
- review of the Director's Corporation Budget and provision of advice to the Trustees.

The FY 2022 Finance committee was introduced:

- Jeffrey Harris (Chair)
- Wayne Gersen, Howe Board of Trustees
- John Steidl, Dartmouth College
- James Healy, Morgan Stanley
- Virginia McGrody, Tyler, Simms & St. Sauveur, CPA
- Sheldon Stansfield, Merrill Lynch
- Ruby Simon, Howe Library Director (ex-officio)

The Howe has three sources of operating cash: the Town of Hanover, contributions from the community, and investment income from the Endowment. In FY21, the Endowment drawdown was only 1.1%.

Facilities Committee Report (Nancy Carter)

The members of the Facilities Committee were thanked for their efforts: Barbara Spaid, Laura Larrick, Rubi Simon, Ross Farnsworth (Facilities Manager for Town Buildings), and Peter Kulbacki (Head of Public works for the Town). Peter and Ross's presence on the Committee is a reminder that the Howe is very much a public/private partnership between the Howe and the town of Hanover. The Town owns the land, performs all routine maintenance and includes the Howe in the annual Capital Improvement Plan that lists and meets expenditures for Town properties on a five-year basis.

The heat pumps that were installed last year have performed well and have provided improved heating, cooling, and air-flow. A retro-commissioning study of the building is underway by Resilient Buildings Group (RBG) from Concord, NH. They are examining the “guts” of the building, from insulation and windows to utilities and their spaces. We expect a final report from RBG in spring 2022. The Board expects that this retro-commissioning will help support the Corporation in the creation of a new plan for the future that can optimize space use, minimize facility impacts, and improve patron access and workflow.

Director’s Report (Rubi Simon, Howe Library Director)

When the Howe had to close its doors during the COVID pandemic, the staff worked creatively to offer services in new and innovative ways to meet the needs of the community. Take-out services included not only books, but also tech kits, and craft and reading bags for children. Tech support was available on-line and digital services increased dramatically. New hybrid services were accessible in-person and on Zoom. Studio H was available online and outdoors, and pop-up events and tech tents were available outside in the garden and the parking lot. The Howe collection was audited to assess the diversity of the collection. The Howe will be searching for a new Teen Librarian this year and assessing the possibility of continuing the Maker Space Program.

The Chair concluded the meeting by thanking the community for their patience and openness to new library procedures necessitated by COVID, the Howe staff and Board members for their creativeness, and the community sponsors for their continued support.

The Annual Meeting was adjourned at 4:50PM

The Nominating Committee of the Howe Library Corporation is pleased to present the following slate of candidates for the Board of Trustees and membership in the Howe Library Corporation:

Board of Trustees: New 3-Year Term

Carolyn Dever
Jim Healy
Irasema Saucedo
Janice Starkey
Tracy Walsh

Board of Trustees: Second 3-Year Term

Heidi Reynolds
Barbara Spaid

Corporation Membership

Clay Adams
Andy Borowitz
Daniel Chamberlain
Jennie Chamberlain
Bala Chaudhary
Lindsay Coe
Olivia Gentile
Gyda Gunnarsdottir
Alison Kapadia
Nirav Kapadia
Sheldon Stansfield
Sonya Stover
Lawrence Walters

Presented by the Howe Library Corporation Nominating Committee

Kim Estes
Laura Larrick, Board Vice Chair
Jennifer Rickards, Board Chair
Catherine Rieke, Nominating Committee Chair
Kathy Wilkerson

2022 Nominees to the Howe Library Corporation Board of Trustees

Carolyn Dever (rhymes with forever) has been a Hanover resident since 2014, along with her spouse, Paul Young, their middle-school-age son Noah, and two mad doodles. Carolyn is Professor of English and Creative Writing at Dartmouth, where she previously served as provost, chief academic officer, and chief budget officer. She recently published her fourth book, *Chains of Love and Beauty: The Diary of Michael Field* (Princeton, 2022), and has a fifth in the pipeline at Princeton University Press. Carolyn is a founding partner of the higher ed leadership development firm Dever Justice LLC, and a board member at Northern Stage and Johns Hopkins University Press. She has been a library person since before she can remember; the British Library is her favorite place in the world. It would be her privilege to serve on the Howe Library Corporation Board.

Jim Healy has resided in Hanover since 2007 with his three children: James 21, Charles 19, and Caroline 17. Jim is Director of Transactions at Global Forest Partners LP, an investment firm specializing in international sustainable forestry investments where he was a founding partner in 2003. Jim served on the finance committee of the Montshire Museum of Science for many years. In addition, he served as President of Friends of Hanover Lacrosse and coached both boys and girls lacrosse. Originally from Massachusetts, Jim attended Phillips Exeter Academy and has degrees from Georgetown University and UCLA. He is a CFA Charterholder and member of the CFA Society of Boston. His home library where he spent many hours as a youth is the Goodnow Library in Sudbury, Massachusetts.

Irasema Saucedo was born in El Paso, Texas, but grew up in the border city of Ciudad Juarez, Chihuahua. She comes from a big Mexican family and still has relatives in the beautiful northern state of Durango. In 2000, she moved to Boulder, Colorado, and since 2005, has been a resident of the Upper Valley. She really loves Hanover though she can admit to having some mixed feelings about the Winter weather in the Northeast. Irasema currently works as a Senior Lecturer of Spanish at Dartmouth College and regularly collaborates with some human rights organizations in the Southwest, especially those invested in helping migrant populations. Irasema and her husband, Antonio, have two daughters, Alba and Valentina, and one strong-willed goldendoodle, Quetzi.

Janice Starkey is originally from northern New York. Janice attended university in Michigan before moving to Birmingham, England, to begin a professional career at Ernst & Young. After a transfer to Washington, DC, she left public accounting in 2000 and worked for General Motors in Detroit and later, remotely from New York. GM offered a

job placement in Switzerland to her husband, Rob. The growing Starkey family moved to Zürich in 2006 and Germany in 2010. They decided to return to the US and have lived in Hanover for 10 years this November. Janice was a member of the Hanover Bike and Pedestrian Committee, and a board member of The Skating Club at Dartmouth and the Hanover Nursery School, before accepting the Financial Assistant position at the Richmond Middle School. Janice and her husband have three children: Zoe, a sophomore at St. Lawrence University; Jack, a senior at Vermont Academy; and Milla, a 7th grader at RMS.

Tracy Walsh has been a resident of Hanover since she entered Dartmouth College in 1987. Tracy is excited by the opportunity to join the Howe Library Corporation Board this year. Her career has included stops at Dartmouth College, Alice Peck Day Memorial Hospital, and now Dartmouth Health, where she has held a variety of roles focused on communication, events, and fundraising. In addition to volunteer roles at the Howe and some Dartmouth related boards, she is a former chair of the Ford Sayre Memorial Ski Council, where she still serves as a coach. Tracy and her husband, Rob, are enjoying an empty nest as their younger child began college this year.