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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

August 5, 2022

His Excellency, Governor Christopher T. Sununu  
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 (COSLINE) (VC #154755), Atlanta, GA in the amount of \$3,000 effective upon Governor and Council approval for the period July 1, 2022, through June 30, 2023. 25% General Fund, 75% Federal Fund

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

03-035-035-353010-25510000-026-500251 - Organizational Dues	<u>FY 2023</u> \$750
03-035-035-353010-25540000-026-500251 - Organizational Dues	\$2,250
Total:	\$3,000

**EXPLANATION**

This item is **Retroactive** as the Council of State Libraries in the Northeast did not send the invoices until July even though we requested it back in May. 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 37 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 becomes eligible 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





# INVOICE

NUMBER:  
0805572-IN

3390 PEACHTREE RD, NE / SUITE 400 / ATLANTA, GA 30328  
PHONE 404.892.0943 / TOLL FREE 800.899.8558 / FAX 404.892.7879

ACCOUNT NO: 00 9808500  
ACCOUNT TYPE: OPEN  
PAYMENT TERMS: 30 Days

TO: 

New Hampshire State Library 20 Park Street Concord, NH 03301
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LYRASIS  
CL#900077  
PO Box 100125  
Columbia, SC 29202-3125

FEIN: 23-1385979

DATE	PURCHASE ORDER NO.	SYMBOL	Please refer to invoice number when paying. Payment is due within 30 days.	
8/1/2022		NHS		
QUANTITY	DESCRIPTION		AMOUNT	
1.00	COSLINE	COSLINE Membership Dues Subscription Term: 07/01/2022 - 06/30/2022	3,000.00	
		Sales Tax	0.00	
			0.00	

ACH: TD Bank, N.A., Greenville, SC, ABA#053902197, LYRASIS A/C#4339288080  
Wire: TD Bank, N.A., Wilmington, DE, ABA#031101266, LYRASIS A/C#4339288080, Swift: NRTHUS33XXX

BALANCE DUE

\$ 3,000.00