

**Kimball Library Trustee  
Meeting Minutes  
April 20, 2011**

Regular meeting called to order at 6:30PM  
Roll Call

Trustees present: Alan Phair, Chair, Wendy Doughty, Julie Hammond, Margaret (Marnie) Finn and alternate Linda Jette filling in for Trustee Kay Galloway who was excused.

Director Diane Heer was also present.

Motion made to go into Non Public Session under RSA 91-A:3 II ( c) (e) at 6:35PM.  
Roll Call Vote taken and all voted in favor.

Public Session reopened at 7:10PM.

Motion made to sealing Non-Public Meeting Minutes of April 20, 2011 under RSA 91-A:3 III.. Motion made by Linda Jette & seconded by Julie Hammond. Unanimous approval was given.

Motion made to approve minutes of non-public session of March 16, 2011 which were unsealed for review with all approving with exception of Julie Hammond who was absent on March 16. Motion made by Linda Jette & Margaret Finn and unanimous approval given to reseal the minutes under RSA 91-A:3 III.

Motion made by Linda Jette and Margaret Finn to approve the minutes of the regular meeting of March 16, 2011. Unanimous approval was given.

Chair Alan Phair reviewed a few items. He had been attempting to meet with Dave Williams of Atkinson Community Television to go over televising the meetings but Dave was having trouble finding time to meet with Alan and Diane. Purpose was to go over guidelines. Since large meeting room was already booked and meeting did not take place, Alan told Dave that televising would probably have to be held off until May meeting. Alan briefly touched upon status of Selectman not accepting donations and how friends are placing themselves on next Mondays agenda to find out what is going on.

Board accepted \$300.00 from the Friends of the Kimball Library to help pay for teen programs. All voted in favor.

Board voted unanimously to spend \$86.11 for Pizza for the Buddies program presented by Carolyn Birr. Alan made a motion to reimburse Carolyn with Julie seconding.

## **Kimball Library Trustee Meeting Minutes, April 20, 2011 (continued)**

- Diane Heer reported that circulation is down slightly. Kindle usage needs to be added.
- It appears that the new electronic sign is working well and has had a positive effect on program attendance.
- Telephone conduit needs drainage work to prevent leaks into building before next Fall.
- HVAC had Spring preventative maintenance on April 8th.
- Library closed May 28/30 for the Memorial Day holiday.
- Koha demo/meeting is the 26<sup>th</sup> of April, By-Water is attending.
- We now have our own popcorn machine thanks to the friends.
- Waiting for copy of the energy audit to see if there are areas of improvement..
- Electronic Sign policy was revisited and approved as previously discussed. Unanimous Approval given to accept Sign Policy.
- Elizabeth Smith's house has been sold and we are waiting to see how much we will receive and when. Hopefully this will be able to go toward funding new library ILS system.
- Board voted to OK signing of Bay Ring agreement after discussion re Fairpoint.

Alan reported that he is reviewing a Generator that Salem Haven has. They are buying a much larger one. This one has the same specs as our original Warrant article Generator. Alan is checking on value. Also how much transporting will cost. Has 545 hours on it and is old but maintained well. Alan will report back at next meeting on costs, etc.

The board accepted the distribution from the Ruth Campbell fund. A Motion made by Wendy Doughty and seconded by Linda Jette & voted unanimously to accept \$1,182.06 as this year's distribution.

2011-Trustee assignments made by unanimous vote.

Chair-Alan Phair

Vice Chair-Kay Galloway

Treasurer Julie Hammond

Secretary Margaret (Marnie) Finn Wendy Doughty 2<sup>nd</sup> secretary

Board review applicants and will make recommendation to selectman for the following alternates- Linda Jette, Nina Gray and Don Latham. Unanimous approval was given.

Linda mentioned she had been looking at a Katsura tree as a donation.

Motion was made and voted by unanimous approval to adjourned at 8:30PM

Wendy Doughty, acting Secretary