

**KIMBALL LIBRARY  
BOARD OF TRUSTEES MEETING  
ATKINSON, NH 03811**

**August 16, 2017**

**Location: Kimball Library Meeting Room**

**Time: 2:00 PM**

**Call to Order:** Chairman Jim Cobb called the meeting to order at 2:04 PM.

**Pledge of Allegiance**

**Roll Call:** Present were Trustees Jim Cobb, Chris Witteveld, Marnie Finn, Anna Winsett and Linda Jette Alternate Trustees Nina Gray and Wendy Doughty; Director, Diane Heer and Videotaper, Russell Wolff.

**Correspondence:** None

**Chairman's Report:** Nothing to report other than an announcement that the Friends had approved the donation of funds for an AWE, Digital Learning Solutions computer and upcoming programs.

**Secretary's Report:** The minutes from the regular meeting of June 21, 2017, were proffered for approval. Marnie Finn made a motion to accept the minutes. Linda Jette seconded and the motion passed. The Minutes from the special meeting of June 21, 2017, were proffered for approval. Marnie Finn made a motion to accept the minutes. Linda Jette seconded and the motion passed.

**Treasurer's Report:** Nothing to report.

Jim Cobb made a motion to accept the Treasurer's Reports for May and June, 2017, respectively, as presented by Marnie Finn. Anna Winsett seconded and the motion passed. (Copies of the reports will be included with the Trustees Meeting Minutes in the permanent record.)

**Director's Report:** The full written Director's Report will be included with the minutes in the permanent record.

Director Heer stated that circulation was up slightly, as were programs the Library offered and attendance at them.

Director Heer also mentioned again that the photography of Chris Fazio would remain on display in the Library through August 30, 2017.

As to **upcoming programs**, Director Heer mentioned the eclipse viewing event for which over 200 pairs of appropriate viewing glasses had been distributed and only a few pairs remain to be shared by those who choose to come and view the eclipse on the Library grounds. A complete list of the upcoming programs is available on the Library's website. All are encouraged to review it and participate.

**Facilities Review:** Director Heer reported that the Library's front door needed a new lock and Dave Weymouth was to do the replacement on July 17, 2017.

**Budget Update:** Director Heer said the budget is at about 41.63% [remaining] as of the week beginning August 7, 2017, and more appropriately should be somewhere around 36%. There will be some large expenditures to be paid in the fall.

**Old Business:** The following items of old business were discussed.

**Solar Panel** investigation update. Prior to the meeting, Mr. Ken Davis of Norwich Solar Technologies at 1:00 PM, made a presentation describing his company's product and services. (A copy of the minutes from that meeting are available.)

This matter will continue to be considered and reported on going forward. The information will be shared with the Selectmen and other town officials. If the project is approved, it will be subject to the usual protocol beginning with Requests for Bids from interested solar energy vendors.

**New Business:** The following items of new business were discussed.

**Donations:** None.

**2018 Budget:** Director Heer provided a draft of the proposed Library budget for 2018, showing an increase of 3.49%. Most, if not all, of the increase is attributable to staff salaries and the related taxes and withholdings. Other than a \$2000 reduction in the expected cost of equipment and maintenance, most line items remain constant, with one or two other, minimal increases, for the coming year. The meeting to discuss the proposed budget with the Selectmen is scheduled for October 2, 2017, and with the Budget Committee on October 10, 2017. (Mark your calendars accordingly!)

**2018 PLA Conference:** Director Heer said the Conference will be held from March 20, 2018, through March 24, 2018, in Philadelphia and, as in the past, she would like to attend. The registration fee is \$350. Jim Cobb made a motion authorizing Director Heer to attend the PLA Conference in Philadelphia on the dates stated. Marnie Finn seconded and the motion passed.

**Daffodil Project:** The issue of a the Atkinson Garden Club's daffodil project was raised for discussion. This year's plantings are to include a new daffodil, replete with an orange center.

Marnie Finn made a motion that the Trustees support the daffodil project to the extent of \$100. Jim Cobb seconded and the motion passed.

**AWE, Digital Learning Solutions, Early Literary Station:** Director Heer provided a brochure explaining the AWE, which supports early learning. Apparently over 35% of public libraries in the United States have an AWE computer. It is designed as an aid to learning for children from pre-K through the third grade. (A copy of the AWE brochure will be included with the minutes in the permanent record.)

The cost of the computer is approximately \$3000, which includes software and updates for up to five years. The Atkinson Women's Civic Club has pledged to pay one-third of the cost. Likewise, the Friends have agreed to pay the same. Director Heer explained that the Library's share of \$1100 would come from the Ruth Campbell Fund. Marnie Finn made a motion that the Library purchase the AWE computer and related accessories and that its share of the cost, \$1100, be paid from the Ruth Campbell Fund. Linda Jette seconded and the motion passed.

**The next regular meeting** will be on September 20, 2017 at 2:00 PM. The meeting will be videotaped and available on the website: [www.vimeo.com/townofatkinsonnh](http://www.vimeo.com/townofatkinsonnh)

**Adjournment:** Linda Jette made a motion to adjourn the meeting. Jim Cobb seconded and the motion passed. The meeting was adjourned at 2:47 PM.

Respectfully submitted,  
Anna P. Winsett, Secretary