

Meeting KIMBALL LIBRARY
BOARD OF TRUSTEES MEETING
ATKINSON, NH 03811
JUNE 13TH, 2012

Meeting called to order : 6:45 pm

Present : Trustees Alan Phair, Wendy Doughty, Marnie Finn and Linda Jette

Alternates : Nina Gray and Julie Hammond

Also Director Diane Heer

Excused : Kay Galloway and Don Latham

Nina Gray will take the place of Kay Galloway for this meeting.

Correspondence : Diane extended an invitation for any interested Trustees to attend a LGC webinar on 6/27 on the subject of non-public sessions/ right to know laws.

Chairman's Report : The Board will reaffirm the vote to purchase the Transparent Language program. Motion made by Nina Gray, seconded by Linda Jette and passed unanimously.

A donation to purchase music for the Children's Room was accepted . The motion was made by Alan Phair and seconded by Linda Jette.

Director's Report : Diane reports an increase of 18% in circulation numbers . The new Co-Op services are very popular with all three libraries.

The Library programs entertained 350 people during the month of May and the meeting rooms were used by 19 groups. Upcoming events will offer a variety of music and educational programs. See the Library web site for an up to date listing.

Routine cleaning and maintenance was performed on the HVAC system and furnaces. Minor repairs were done during the month by Dave Weymouth. We are still waiting for some electrical jobs to be finished.

Diane and several members of the staff have attended various workshops and seminars. Diane was asked to speak on eReader lending at the NHLA Digital Summit. The entire staff attended a Five Star Customer Service workshop presented by Life Resources.

Diane is working on the budget and hopes to have preliminary figures for the September meeting.

The Annual meeting of the SNH Co-op will be scheduled for September. The Library catalog will be down on Sunday 6/17 for a KOHA upgrade.

Diane will begin advertising the Transparent Language program next week. The web site will be available in the near future. She is also gathering information to present to the Board about a reference service (in eBook format) being considered.

Old Business : Alan has spoken to Bill Innis about the Trustee appointments to the Heritage Commission and Bill will check with the Selectmen .

New Business : The Board considered the six month review of Jessica Drouin, the new Children's Room assistant. Her pay rate was increased per the terms of her hiring at the 12/13/11 meeting. Her reviews were very positive and she has proven to be a great asset to the Library.

The bids to install the new generator were opened. The next step will be to check references. The Selectmen will formally accept the grant monies at their meeting on June 18th.

Youth Services Director Kathy Watson brought the information about the Summer Reading programs to the Board. Kathy and her helpers have planned a great series of reading and fun events for all age groups. This year's events begin with a magic show on 6/19.

A suggestion was made to replace the existing kitchen sinks with larger models.

It is difficult to clean up after programs that serve coffee and food. Diane will look into this and report back.

Motion to adjourn at 7:50 pm made by Linda Jette and seconded by Nina Gray.

Next Meeting : July 18th, 2012 @ 6:30pm

Submitted : Marnie Finn, Secretary