

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

May 17, 2017

Location: Kimball Library Meeting Room

Time: 2:00 M

Call to Order: Chairman Jim Cobb called the meeting to order at 2:03PM.

Pledge of Allegiance

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

Correspondence: None

Chairman's Report: Nothing to report.

Secretary's Report: The Minutes from the Meeting of April 19, 2017, ("submitted by Chris Witteveld, with edits by Jim Cobb") were proffered for approval. Chris Witteveld made a motion to accept the minutes. Anna Winsett seconded and the motion passed.

Treasurer's Report: Treasurer Marnie Finn stated that funds were transferred from the Library's Savings Account to its Checking Account to pay for the installation/replacement of lights throughout the building (as previously discussed and agreed to.)

Linda Jette made a motion to accept the Treasurer's Reports as presented by Marnie Finn. Chris Witteveld 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 Trustees Meeting Minutes in the permanent record.

Director Heer reviewed several of the items in the Director's Report including, the start of the Summer Courtyard Concert Series beginning May 25, 2017. Registration for the Summer Reading program (Grades K-12) begins June 1, 2017. The Library's Website has a complete list of summer programs. Patrons are encouraged to check it out and participate in the activities.

Facilities Review: The Spring maintenance check on the HVAC system was completed on May 4, 2017. Likewise, the generator underwent its semi-annual check-up and was found to be in order. However, there appears to be an issue with a pipe in the HVAC system. Potentially, it could result in a major repair expenditure. More to follow on this item.

Budget Update: Director Heer said the budget should be at about 63% [remaining] whereas, it currently is at about 66.93%

Youth Services: Director Heer specifically mentioned the “Build A Better World” Series open to students from Grades 6 through age 19 (as of Fall 2017.) Registration is required. The program will feature numerous and diverse events throughout the summer, ending with the sure-to-be-a-hit Juggling Show and Workshop on August 2, 2017.

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

The **Unitil LED** energy upgrade project is completed.

Solar Panel investigation update. Director Heer offered a copy of the proposal from Revision Energy. (A copy of the proposal will be included with the Trustees Meeting Minutes in the permanent record.) This is the second proposal regarding the installation of solar panels on the Library’s roof. The first was from Solar City earlier in the year.

Director Heer explained that this proposal had zero up-front costs and would include an option for the Library to buy the panels at the end of five years. At some point, both the Town’s Energy Commission and the Selectmen will have to be consulted regarding the Library’s interest in the installation of solar panels to save electricity costs going forward. Some libraries in the area have realized as much as a 50% reduction in costs. The Trustees agreed that further investigation and consideration of this cost-reducing initiative should continue for the time being.

Southern NH Library Cooperative Annual Meeting of May 8, 2017. Minutes from the meeting have been drafted and will be circulated to the Trustees. Director Heer will provide copies to the Directors of the other member-libraries.

Summer Meeting Schedule: The trustees discussed cancellation of the July, 2017, meeting. Marnie Finn made a motion that the July, 2017, meeting be cancelled, Anna Winsett seconded and the motion passed.

NHLTA Spring Conference & Annual Meeting will be held Tuesday, May 23, 2017. Several Trustees and Director Heer plan to attend.

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

Donations: Linda Jette made a motion to accept \$400 in donations. Jim Cobb seconded and the motion passed.

Alternate Trustees for 2017. The names of the Alternate Trustees, who will serve for this year, must be submitted to the Selectmen for a vote by June 5, 2017. The proposed Alternate Trustees are Wendy Doughy, Julie Hammond and Nina Gray.

Red Sox Raffle: Director Heer mentioned the raffle. Great seats. Some Red Sox items, including an autographed poster of “Big Papi” and a bag of peanuts are all part of the prize. Tickets are \$5.00 each or 3 for \$10.00 with proceeds to go to the Friends of the Library.

The next regular meeting will be on June 21, 2017 at 2:00 PM. The meeting will be videotaped and available on the website: 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 2:50 PM.

Respectfully submitted,

Anna P. Winsett, Secretary