

KIMBALL LIBRARY
ATKINSON, NH 03811
BOARD OF TRUSTEES MEETING
MAY 20, 2015 6:30 PM
KIMBALL LIBRARY MEETING ROOM

Prior to the opening of the meeting we were shown a short video about our summer reading program. It was created by our assistant librarian, Kathy Watson, and it will be presented to the 5th grade at the Atkinson Academy. She is creating another video that is a compilation of the four district library summer reading programs and it will be shown to all Timberlane Regional Middle School students during their English classes. Kathy does a live presentation for Pre-K through 4th grade at the Academy. Her film was certainly entertaining and should encourage students to 'get into' summer reading.

Call to Order: at 6:40 PM

Pledge of Allegiance: led by Chair, Jim Cobb

Roll Call: Trustees- Jim Cobb, Marnie Finn, Alan Phair, Anna Winsett

Alternates- Nina Gray (will sit in for Linda Jette), Julie Hammond

Director- Diane Heer

Videographer-Russell Wolff

no members of the public in attendance

Chairman's Report: Jim spoke of the Boards attendance at the NHLTA spring conference and the informative lectures including the future of technology. Libraries were referred to as 'the community's family room'. The meeting was attended by all the trustees.

Secretary's Report: The minutes of the April 22,2015 meeting were accepted as written. Motion-Alan, 2nd Marnie Unanimous

Treasurers Report: Accepted as presented. Motion- Nina, 2nd -Alan Unanimous

Director's Report: Please read attached report by the Director. She also mentioned that the town has requested that all departments conserve energy. We have turned the water temperature down.

Old Business:

Storage needs; Were discussed with our architect and he will see if he can create some interior space and will confer with Diane.

Courtyard fire alarm; Pulsar was awarded the contract. They hope to complete installation within 3 weeks. A motion was made by Alan and 2nd by Marnie accepted by all. Cost will be paid by FOL Legacy fund.

Courtyard sign; was installed

Courtyard use for 'Outside' Functions (ie; non-library related) ; Committee got the okay from NH AG, Terry Knowles, now they will create guidelines with input from Noriko (Rec Com) and Bill Innes (town).

Kimi Nichols Vol. Program; working well, they are transporting the intra-library loan books.

Large meeting room TV; Jim will speak to Bill and Noriko to see what money is available from the funds collected by Comcast.

New Business;

Donations; totaling \$200 were gratefully accepted. Marni –motion Jim- 2nd Unanimous

Next meeting will be June 17, 2015. Alan and Julie will be unable to attend.

Motion to adjourn made by Jim, Nina-2nd Unanimous

Meeting adjourned at 7:25PM

Respectfully submitted for Linda S. Jette ,Secretary by

Nina M. Gray, alt. trustee

**Director's Report
June 17, 2015**

Circulation for the month of May was down 5.6 % - total circulation for May 2015 is 6,925 (7,339 - 2014). For the year we are down .66% (2015 Jan-May circ 38,281 compared to 2014 Jan-May circ 38,535).

	May
Checkouts	4306
Renewals	663
Local Use	1096
Ebooks	409
Emagazines	98
Museum Passes	22
Computer Usage	331

Programming

	May	Attendance
Adult Programs	14	204
Children/Family Programs	33	369
YA Programs	3	19
Tech Appointments	6	12

Meetings room use for May

	May
Atkinson non-profits	11
Atkinson residents	25
Non-residents	2

Programs/Displays/Artwork

- June 9th @ 6:30 PM, Solar Energy Program (19 attended)
- June 16th @ 6:30 PM, Concert in the Courtyard with Ramblin' Richard (39 attended).

Upcoming Programs/Events (calendar of all programs available at: www.kimballlibrary.com click on calendar link):

Summer Reading Program now through August 6th. Many weekly events happening for all ages K-12.

- Every Monday 1:00 – 4:30 “Learn to play Mah Jong”.
- June 24th @ 6:30 PM, Summer Reading Kickoff with Magician, Norman Ng.
- August 6th @ 6:00 PM, Ben Rudnick & Friends, (Friends Ice Cream Sundae Night).
- August 13th @ 6:00 PM, Volare Jazz Band
- August 20th @ 6:00 PM, Timberlane Community Band (Atkinson Rec Ice Cream Sundae Night).

Facilities:

- Pulsar Alarm installed the new courtyard fire pull and strobe on June 5th. On June 19th the fire panel will be programmed. The unit will be fully operational once the programming is complete.

- AC unit in telecom room had pump replaced. The AC unit is still shutting off intermittently. ProControls is aware of the problem and has asked me to monitor the unit.
- ProControls completed the Spring preventative maintenance on the HVAC.
- 5 new computers have been ordered through First Choice Networks to replace equipment more than 5 years old.
- Some minor staining to ceiling tiles after winter storms. Dave will replace in early Spring (reminded Dave this is still waiting to be completed).
- Contacted Eastern Shed Company/Awning twice about the decorative strip that has come off.
- Irrigation has been turned on. The new treatments are being put in to help with the iron problem.
- Bill Innes and Dave Weymouth did a walkthrough of the building on May 28th to determine repairs for the 2016 budget.
- Ron Lamarre will contact me about reconfiguring the staff area to make more storage.

Cooperative:

- Directors will meet on June 18th, at the Plaistow Public Library.

Staff:

- Diane Heer will be on vacation from Sept 9th through Sept 20th.

MISC:

- Atkinson Women's Civic Club has talked to me for ideas on items we may want donated. I mention the possibility of a 3D printer.
- Friends of the Library have a "beach" theme summer raffle on display. Tickets are \$2.00 each or 3 for \$5.00. All proceeds support adult and children's programming.

Respectfully submitted,
Diane M. Heer, Director