

KIMBALL LIBRARY  
BOARD OF TRUSTEES MEETING  
ATKINSON, NH 03811

November 30, 2016  
Location: Kimball Library  
Time: 1230

Call to Order: Chairman Jim Cobb called the meeting to order at 1230

Roll Call: Anna Winsett, Marnie Finn, Julie Hammond (alternate), Diane Herr (library director), Jim Cobb (chairman), Chris Witteveld

Purpose: To accept one of three responses to a bid to clean library for the upcoming year (January 1 through December 31). There were ten cleaning services interested but only three took the time to enter a bid.

Discussion: The three bids were opened and discussed among the six attendees. A motion was made by Marnie Finn to accept the bid from Atkinson Cleaning Service after reviewing bids from GreenLife Janitorial, J. Services and Atkinson Cleaning Service. The motion was seconded by Anna Winsett and voted on with all six approving the motion.

Adjournment: A motion to adjourn was made and passed at 1248

Respectfully submitted,

Chris Witteveld (acting substitute secretary)