

KIMBALL LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 26TH, 2011

Meeting Called To Order : 7:00 pm

Roll Call : Trustees Alan Phair, Kay Galloway, Wendy Doughty, Marnie Finn

Alternate : Linda Jette taking place of Julie Hammond

Also Present : Director Diane Heer

Excused : Nina Gray, Don Latham

Secretary's Report : Kay Galloway made the motion, seconded by Linda Jette , to accept the minutes of the 9/21 Public Hearing . A unanimous vote to accept(with L.J. abstaining) was taken. A second motion to accept the amended minutes of the regular 9/21 meeting was made by Kay Galloway, seconded by Linda Jette, and passed by unanimous vote (with Linda Jette abstaining).

Director's Report :

Diane reports that circulation is down 12% and she feels that letting DVD's circulate for 7 days now is one factor. But the Library facilities are being used on a much greater level. Fourteen community groups used the meeting rooms during the month of September and attendance at programs – both adult and children – has been consistently good. More than a dozen programs are planned for the next few months. Check the Library website for a complete calendar and watch the sign out front for timely reminders.

There have been no major maintenance issues. The telephone conduit issue is still ongoing with Teddy Stewart and Dave Pallaria collaborating on a solution.

Kathy Watson attended a NELA conference in Burlington, VT and Carolyn Birr attended NH Children's Librarian Conference in Keene, NH.

Reporting on the newly formed Southern N.H. Library Cooperative :

It has been decided that the three Directors will meet on a weekly basis (Thursdays) to work on policies for the migration to Koha. Three days of training will take place in December. Date TBD. Barcodes have been ordered for the rebarcoding of the collection.

Treasurer's Report : Trustee Julie Hammond joined the meeting, replacing Linda Jette at 7:25pm. The usual monthly accounting was given and a comprehensive report of year to date spending and income was presented. A motion to accept the monthly report was made by Wendy Doughty and seconded by Marnie Finn and the motion was passed.

A donation from Marty and Eleanor Feuer for the trellis maintenance and one from the Atkinson Women's Civic Club were received in the past month. A motion to accept both was made by Kay Galloway, seconded by Julie Hammond and was passed.

Old Business :

Alan Phair is waiting for one more bid before a final decision is made on the new awnings proposed for the back door and book drop area. The heat mat for the book drop has been ordered.

As noted in the Director's report the new cooperative with the Plaistow, Sandown and Kimball Libraries has been accomplished.

Alan Phair has talked to Julia Chase from the state Homeland Security and Emergency Management office about the grant for a generator at the Library. Kay Galloway and Marnie Finn will meet with Ms. Chase in the next 10 days and hopefully proceed with the application process.

New Business :

The installation of the new circulation system from Bywater will involve three training days and may necessitate closing the Library for one day. All three libraries will coordinate the training days.

A discussion of the 2012 budget parameters took place in anticipation of presenting the figures to the Budget Committee in early November.

At 9:10pm the meeting moved to a non-public session under RSA 91-A:3 II-a&c.

Trustees present voted unanimously in the affirmative to enter the non-public session.

At 9:50pm , a motion was made and a roll call vote was taken to end the non – public session. The vote was unanimous and the Trustees went back into public session.

A motion was then made to seal the minutes of the non-public session as governed by RSA 91-A3 III. The vote was unanimous. A motion was then made to adjourn and voted upon unanimously.

Next meeting on Wednesday, November 16th @ 6:30pm.

Submitted – Marnie Finn, Secretary