

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

**Special Meeting
October 5, 2016**

**Location: Kimball Library Conference Room
Time: 3:45 PM**

Call to Order

The Special Meeting was called to order at 3:45 p.m. on October 5th 2016.

Attendees

Trustees: James Cobb, Linda Jette, Marnie Finn, and Library Director Diane Heer.

Non-public Session under RSA 91-A:3 II – to discuss personnel issues.

Linda made a motion, seconded by Marnie, to suspend the special meeting and go into a non-public session under RSA 91 - A:3 II to discuss Personnel issues. A roll call was taken and all voted on the motion in the affirmative and the special meeting was reconvened as a non-public session.

Call to Order – Non-Public Session

The meeting was called to order at 3:55 p.m.

Attendees – Non-Public Session

Trustees: James Cobb, Linda Jette, Marnie Finn, and Library Director Diane Heer.

Diane was presented with her performance evaluation, which we discussed, and she accepted as written. The evaluation was signed by all attendees of the meeting.

We then discussed her new 2-year contract for 2017 and 2018. The contract was the same one she currently has, with edits to reflect the new dates and the increases in salary for 2017 of 6% and in 2018 of 6%. Diane noted that in 2018 she will receive 4 weeks of vacation, so the contract will be edited to incorporate that change. Diane indicated she would sign the contract, when revised.

Adjournment – Non-Public Session

Jim made a motion to adjourn the non-public session at 4:25 p.m., 2nd by Linda. A roll call was taken and all voted on the motion in the affirmative and the special meeting was reconvened as a public session.

Returned to Public Session

The minutes for the non-public meeting did not need to be sealed, so no motion was made to do so and are included above.

Adjournment

Jim made a motion to adjourn, seconded by Marnie, and approved.
At 4:29 p.m. the meeting was adjourned

Respectfully submitted by James Cobb