

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

**Oct 22nd, 2014 Special Meeting
Location: Kimball Library**

Special Meeting

The Special Meeting was called to order by Chairman Alan Phair at 1:20PM. Present were Chairman Phair, Treasurer Marnie Finn, Secretary Linda Jette, Trustee Wendy Doughty and Alternate Julie Hammond who was sitting in for Vice Chairman Jim Cobb until his arrival.

A motion to suspend the regular portion of the special meeting and go into a non-public session under RSA 91-A:3 II to discuss personnel issues was made by Chairman Phair and seconded by Wendy Doughty. A roll call was taken and all voted in the affirmative. Jim Cobb arrived & joined the meeting. The discussion centered around the verbal report of the sub-committee on Director Diane Heer's review and the discussion of the other Trustees regarding same. Discussions also centered around the issue of a new contract for the director. The subcommittee reviewed the salaries & benefits of Library Directors in surrounding comparable Towns and the group felt that Atkinson had lagged behind for many years and equity needed to be addressed. It recognized it could not be done in one year, but the feeling was that we needed to start now and work towards achieving that goal. It was suggested that the subcommittee be given guidelines to work with and that they meet with the Director and finalize a contract.

A motion was made by Jim Cobb & seconded by Linda Jette to end the non-public session and return to the special meeting at 2:10PM. A roll call was taken and all voted in the affirmative and the special meeting was reconvened at which point Director Diane Heer joined the meeting. Linda Jette was excused as she had a previous engagement scheduled that she had to attend.

On a motion by Chairman Phair & seconded by Jim Cobb, the Board voted to go back into a non-public session under RSA 91:A-2 II to further discuss personnel issues. All voted in the affirmative. Director Heer gave an overview of all the Library personnel and how they fit into her vision for the future particularly as it pertained to dealing with the increasing technological needs which included the sophistication of the cataloging process. The committee thanked her for her comments and noted that they would take them under advisement. On a motion by Marnie Finn and seconded by Wendy Doughty with unanimous roll call approval, the second non-public session of the afternoon was adjourned at 3:02PM and the public portion of the special meeting reconvened.

The Board spoke briefly and reiterated its commitment to allow the three member subcommittee to sit down with Director Heer and had the authority to enter into a contract with her. It asked that their comments be included in her annual review. The topic of the cataloger/technical services position was discussed further and it was felt that no action be taken at this time as it was felt that further data be gathered including if there were opportunities working with the cooperative and investigating what the Koha system could provide that would streamline the cataloging process. The board noted it's excitement about Director Heer's vision for recognizing a need but just felt it was not ready to act as yet. On a motion by Chairman Phair and seconded by Marnie Finn, the meeting was adjourned at 3:10