

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

**September 20, 2017**

**Location: Kimball Library Meeting Room**

**Time: 2:00 PM**

**Call to Order:** Chairman Jim Cobb called the meeting to order at 2:04 PM.

**Pledge of Allegiance**

**Roll Call:** Present were Trustees Jim Cobb, Marnie Finn, Anna Winsett and Linda Jette; Alternate Trustees Nina Gray and Wendy Doughty; Director, Diane Heer and Videotaper, Russell Wolff.

**Correspondence:** Ellyn Murphy of The Atkinson's Women's Civic Club had sent a note of appreciation to the Library for the use of its parking lot during the 250<sup>th</sup> anniversary festivities.

**Chairman's Report:** Nothing to report.

**Secretary's Report:** The minutes from the regular meeting of August 16, 2017, were proffered for approval. Marnie Finn made a motion to accept the minutes. Linda Jette seconded and the motion passed. The minutes from the special meeting of August 16, 2017, were proffered for approval. Marnie Finn made a motion to accept the minutes. Linda Jette seconded and the motion passed.

**Treasurer's Report:** Nothing to report.

Nina Gray made a motion to accept the Treasurer's Reports for August, 2017, as presented by Marnie Finn. Linda Jette seconded and the motion passed. (Copies of the reports will be included with the Trustees Meeting Minutes in the permanent record.)

**Director's Report:** The full written Director's Report will be included with the minutes in the permanent record.

Director Heer stated that August had been a good month for programs at the Library, especially outdoor concerts. Videographer Wolff stated that he had recorded the concerts, which were available to those wishing for a repeat performance on Mr. Wolff's Vimeo (RWVidPro) but not on the Town's.

The Director also mentioned that the Town's 50th anniversary festivities had been well-received and well-attended.

As to **Upcoming Programs**, Director Heer mentioned in particular the on-going Tuesday movie series and the upcoming program on preventing ID theft. She reminded everyone planning to attend The Mentalist on October 2, 2017, to bring food for the Food Pantry. (A nice gesture and request from "The Mentalist.") A complete list of the upcoming programs is available on the Library's website. All are encouraged to review it and participate.

**Facilities Review:** Director Heer reported that the Library's HVAC will be serviced for its Fall maintenance during the first week in October. Likewise, propane delivery will commence the first week of October and occur every other week thereafter; the current price will remain until the end of the year. Propane delivery will commence the first week of October and occur every other week thereafter; the current price will remain until the end of the year. The Library's generator will be serviced in early November.

**Cooperative:** Director Heer mentioned that the next monthly meeting of the Directors, scheduled for October 19, 2017, will be held at a new meeting place, the Hampstead Public Library, which is in the process of deciding whether to seek admission into the Cooperative.

**Miscellaneous:** Together with the Friends of the Library, the Library is working on a Spring photography silent auction. The donated photographs are beautiful.

**Budget Update:** Director Heer said the current budget is up to date. There will be some large expenditures to pay in the fall. But it is on track with a little more than 30% remaining. The Director "shed a light" on the reduction in electricity costs: down 19% since May due to the changed light bulbs.

The 2018 budget will be submitted to the Town Selectmen on September 28, 2017, with a meeting scheduled for October 2, 2017 and thereafter with the Budget Committee on October 10, 2017.

**Old Business:** The following items of old business were discussed.

**Solar Panel Investigation Update:** This project is ongoing with two vendors having made presentations: Revision and Norwich (VT). A third vendor, Harmony, is also to make a presentation. The Town's Energy Committee has been apprised of the project and supports the undertaking and the continued investigation. Next, a meeting will be requested with the Selectmen at some future date.

**AWE Computer:** The computer was installed in the Children's Room and has been well-received and utilized. The cost was to be apportioned three ways: the Friends of the Library agreed to pay one-third; the Library's one-third share was to be paid from the Ruth Campbell Fund; and the Atkinson Women's Civic Club had agreed to pay one-third. However, the AWCC was able only to offer \$500. Marnie Finn made a motion that the amount not paid by the AWCC be paid from the Elizabeth Smith Fund. Anna Winsett seconded and the motion passed.

**New Business:** The following items of new business were discussed.

**Donations:** Jim Cobb made a motion to accept a donation of \$17. Nina Gray seconded and the motion passed.

**New Intern:** A resume submitted by Anna Templeton, Timberlane sophomore and applicant for the intern position was circulated and considered. The Trustees were favorably impressed with her submission. Marnie Finn made a motion that Anna Templeton be hired as the third library intern at a rate of \$8.25 per hour. Nina Gray seconded and the motion passed.

**Request for Special Meeting:** Treasurer Marnie Finn suggested a special meeting to discuss the current state of the Library's various accounts. A special meeting was agreed to and will be held an hour before the next regular meeting on October 20, 2017, at 1:00 PM.

**The next regular meeting** will be on November 15, 2017, at 2:00 PM. The meeting will be videotaped and available on the website: [www.vimeo.com/townofatkinsonnh](http://www.vimeo.com/townofatkinsonnh)

**Adjournment:** Linda Jette made a motion to adjourn the meeting. Nina Gray seconded and the motion passed. The meeting was adjourned at 2:48 PM.

Respectfully submitted,  
Anna P. Winsett, Secretary