

**KIMBALL LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING  
AUGUST 21, 2019**

**Attendance:**

**Trustees:**

Tom Kelley, Chair  
Linda Jette, Vice Chair  
Marnie Finn, Treasurer  
Karen Trasatti, Secretary  
Lara Cross, Trustee  
Nina Gray, Alternate Trustee  
Wendy Doughty, Alternate Trustee

**Others in Attendance:**

Bob Malo, Budget Committee (library liaison)  
Lee Francis, Videographer

**Call to Order:** 1:19pm

Tom apologized to the viewing audience for the late start today due to a special meeting held prior to our regular meeting.

**Secretary's Report:**

- Motion by Linda Jette to accept regular meeting minutes of 6/19/19. Seconded by Lara Cross. Motion passes.
- Motion by Tom Kelley to accept special meeting minutes of 7/23/19. Seconded by Linda Jette. Motion passes.
- Motion by Tom Kelley to accept special meeting minutes of 8/19/19 to appoint a new library page. Seconded by Linda Jette. Motion passes.

**Treasurer's Report:**

- Motion by Tom Kelley to accept June donations of \$200.00. Seconded by Linda Jette. Motion passes.
- Motion by Tom Kelley to accept July donations of \$1,005.00. Seconded by Linda Jette. Motion passes.
- Motion by Lara Cross to accept treasurer's reports for June and July. Seconded by Linda Jette. Motion passes.

**Director's Report:**

- July was a busy month. Summer reading program (2wks longer this year thanks to help from the Friends) was a success with over 200 children registered. Bubble program saw record #s - over 200 people attended. 3D printing and rockets were also very popular. Diane will report more #s next month as the program just ended.

- Passports steady with 6-7/month.
- Meeting room usage was down for July but resident/non resident use was up.
- Upcoming programs:
  - 9/16 Healthy Cookbook Club
  - Kids Coding with Blu-bots (grades 1&2) 8wk program starts 9/17
  - Visit the library website for a full listing of programs

Facilities:

- New servers installed 7/25. New firewall and updated operating system to be completed by the end of August.
- \$1,300.00 invoice for a/c repair being paid by Town.
- Next coop meeting is 8/22/19 at the Kimball Library. The coop will be attending the health/wellness fair organized by the Timberlane school district but held at the Plaistow YMCA.
- TRHS teacher asked the Kimball Library to host an author visit - Jamie Ford (*Hotel on the Corner of Bitter and Sweet*). The library may need some financial support and publicity.
- Corinne Forkus, library page, is leaving for college on 8/22. Her replacement, Amber Farrell, started training on 8/20.
- Michelle Collins leaving 8/30.

**Unfinished Business:**

- Motion by Tom Kelley to modify the Kimball Library bylaws as noted below. Seconded by Linda Jette. Motion passes.
  - Current language of Article IV, Section 1: Meetings begin at 6:30pm and all meetings are open to the public.
  - Modify Article IV, Section 1 to: The regular monthly meetings begin at the agreed upon time set by a majority of the Trustees and all meetings are open to the public.
- Motion by Tom Kelley to allow the Trustees if under emergency situation to participate in meetings electronically in accordance with RSA Article 2 Section III. Seconded by Linda Jette. Motion passes.

**New Business:**

- Tom updated the viewing audience on the parking lot expansion proposal. A Powerpoint presentation has been prepared and presented to several departments in Town. The Trustees have passed a motion to fund \$5k of early engineering fees of the project. The proposal will be presented to the Board of Selectmen at their next meeting on 8/26/19.
- Michelle Collins, Youth Librarian is leaving 8/30. Her position has been posted on several sites. Few interviews have been conducted but no candidate found yet. Emma Cross, library page, is taking a gap year and will be covering some of

Michelle's hours in the interim. Michelle currently works 32hrs/wk with 7 paid days off. Diane would like to post the position as full-time starting 1/1/20 (with medical and pension benefits) with hopes of finding better candidates. Deferred topic of full-time position to next month.

- Diane provided initial budget #s for 2020.
- Library is in early phase of discussion/exploration of offering a credit card option to patrons for fines, donations, etc.

Motion by Marnie Finn to fund Coding for Kids Blu-bots event from the Ruth Campbell Fund in the amount of \$680.00. Seconded by Tom Kelley. Motion passes.

Motion to adjourn by Lara Cross. Seconded by Karen Trasatti.

Meeting adjourned: 2:28pm

Respectfully Submitted by,  
Karen Trasatti, Secretary