

Kimball Library Board of Trustees
Atkinson NH
Regular Meeting Minutes
June 19, 2019 1:00pm

Call to Order: 1:03pm

Attendance:

Tom Kelley, Chair
Lara Cross, Trustee
Marnie Finn, Treasurer
Karen Trasatti, Secretary
Nina Gray, Acting Trustee
Diane Heer, Director
Russell Wolff, Videographer

Correspondence:

Two thank notes were received from 2 scholarship recipients: Corin Forkus & Ben Lamarre. Scholarships were awarded from the library endowment fund to graduating seniors who volunteer at the library.

Chairman's Report (Tom Kelley):

- Tom thanked the library trustees for their time and efforts over the last few weeks as we've had several meetings which involved attendance during busy schedules and minutes, etc.
- 31 passport applications were processed this past month by the library "passport agents".
- Summer reading kickoff event is this evening. Over 500 children and families have signed up to participate this summer.

Secretary's Report:

- Motion by Tom Kelley to accept 5/15/19 special meeting minutes
Seconded by Nina Gray
Motion passes
- *Marnie Finn corrected the donations amount for 5/15/19 regular meeting minutes:
Total donations were \$560.00, not \$625.00 as previously reported.

Motion by Tom Kelley to accept 5/15/19 regular meeting minutes with Marnie's correction.

Seconded by Lara Cross

Motion passes

- Motion by Tom Kelley to accept 5/20/19 special meeting minutes.

Seconded by Lara Cross.

Motion passes

- Motion by Tom Kelley to accept 6/12/19 special meeting minutes.

Seconded by Nina Gray

Motion passes

Treasurer's Report:

A large donation has been received from the Salem Rotary Club in the amount of \$8,866.00. A public notice was placed in the Eagle Tribune 7 days ago, Wednesday June 12, 2019.

- Motion by Tom Kelley to accept the Salem Rotary Club donation.

Seconded by Marnie Finn

Motion passes

- Motion by Tom Kelley to accept \$250 donation

Seconded by Lara Cross

Motion passes

Total Donations:

\$8866.00 Rotary Club

\$ 250.00 Other Donations

\$9116.00

Director's report:

- Statistics for May were slightly lower than previous month but program attendance still well attended.
 - Passports and tech appointments up last month.
 - Meeting room space busy for non profits and resident group meetings.
- Upcoming Programs:
 - Summer reading kickoff bubble event is tonight @ 6:30 at Atkinson Academy. Lots of fun events planned for the summer including a petting zoo.
 - June 20th Walt Whitman event is Full. (Living history program paid for by the Atkinson Historical Society)

- Summer concerts have started and will continue for several weeks. Next concert Wednesday, 6/27 from 6-8pm. Come on down and bring a lawn chair - the library courtyard is a great place to see a concert.

Full schedule available on library website: www.kimballlibrary.com

3. Facilities Review:

- A/C units were serviced. The town budget paid for a fix on one unit.
- Block One will complete the server project by mid July.
- Sprinkler system has been turned on - runs overnight between library and historical society.
- New furniture (tables & chairs purchased with Rotary Club donation) is expected to be installed on 6/27. The old study corrals are advertised on a library site for any library that could use them.
- New bunting purchased for front of building.
- There is chewing gum around the front library entrance and around garbage can. Diane will reach out to maintenance for cleanup.

4. Cooperative Update:

Next library co-op meeting is 6/20/19.

5. Staff:

Michelle Collins will be leaving the library in early August. Michelle will be with us for most of the summer reading program.

6. Budget:

- Block One has been paid for 75% of the services completed to date.

7. Youth services:

- 3D printing workshop next week (2 sessions for different age groups)
- Aaron Jones performance on July 10th - he won NH performer of the year
- Forensics program for ages 10-17 (fingerprints, crime analysis)

Unfinished business: None

New Business:

1. Youth librarian position has been posted within NH State Library Association, New England Library Association and also to local school librarian. Diane would like to fill position asap - job has been posted as "open until filled" 32 hrs/week with some paid time off and potential to be full time in 2020. \$16-19/hr, bachelor's degree required and proven experience with children. Candidate will be expected to run some stem programs. Diane has received several resumes. She and her staff will begin interviewing candidates. Trustees will approve appointment of candidate.
- The two library pages will be seniors so staff will begin search for new pages.

Update to Bylaws:

- Tom has proposed two changes to bylaws:
 - Allowing electronic participation
 - Language change for time of meetings
- Changes to be discussed at the August meeting.

Parking lot expansion:

Diane met briefly with Bill Innis, Chairman of the Atkinson Building Needs Committee. Diane updated him on the parking lot expansion proposal. He is aware of the need for additional parking near the town center.

As we move forward, Tom hopes the project becomes more of a collaborative effort as the expansion could benefit other departments in town. Tom has not yet received the modified plans or aerial photos from Mr. Lewis.

No regular meeting scheduled for July. If a candidate for youth librarian and/or library page is found, Diane may request trustees hold a special meeting, otherwise, our next scheduled meeting is August 21, 2019 1pm.

Motion to adjourn by Tom Kelley.

Seconded by Nina Gray.

Motion passes.

Meeting adjourned at 2:00pm.

Respectfully submitted by,
Karen Trasatti, Secretary