

KIMBALL LIBRARY
BOARD OF TRUSTEES MEETING
REGULAR MEETING
ATKINSON, NH

March 20, 2019
LOCATION: LIBRARY MEETING ROOM

Call to Order: 1:04 pm

Pledge of Allegiance: 1:05 pm

Roll Call: Members introduced themselves to the viewing audience. In attendance were trustees: Karen Trasatti, acting chair, Marnie Finn, Tom Kelley and Lara Cross. Alternate trustee -Wendy Doughty was appointed to fill in for trustee Linda Jette. Diane Heer, Library Director. Videographer Russell Wolff. A quorum being present.

Absent: Linda Jette, Julie Hammond, Nina Gray

Correspondence: A letter dated 3/18/19 was read from a grateful patron complimenting Kathy Watson for her work at the library.

Chairman's Report – none

Secretary's Report

The minutes of February 20, 2019 regular monthly Trustee's meeting was initially tabled due to an insufficient number of trustees who were also present at the February meeting. The arrival of Ms. Doughty allowed the vote to proceed. A motion to accept the minutes was made by Ms. Finn and seconded by Ms. Trasatti. The Motion to accept carried and approved 3-0.

Treasurer's Report – distributed.

The February 2019 regular treasurer's report was available for review. A motion to accept the report was made by Ms. Finn and seconded by Mr. Kelley. The motion to approve the report was accepted 4-0.

Director's Report

1. Statistics for Circulation: January total circulation 6701, February 6152. Programs continue to bring in many patrons causing parking to be extremely tight for those events. Attendees to programs: January 1398, February 1331. Meeting room use for January 77, February 67. The net effect is a busy library and a limited parking lot.

Atkinson resident Ron Thimot has his photography on display in the library through the month of April.

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2. Upcoming Programs – the particular programs are identified on the library’s webpage. Highlights include: Healthy Cookbook Club, Country Estates, Money Smart Week – Home Equity, How Does Money Work, Cut the Cable. April’s programs, author John Cartier, Living for Brain and Body and Taste of Lithuania.
3. Facilities Review – The motion light at back door has been repaired. The American flag on the parking lot pole needs to be replaced.
4. Cooperative Update- The next meeting is on 3/28/19 at the Plaistow library.

The Annual Coop meeting, May 6, 7 PM at the Plaistow library. Trustees are asked to attend, as many as possible.

5. Staff - A Koha Summit meeting was held in Lebanon, NH, March 8; Diane Heer and Kathy Watson attended. Lois Powers will attend a Genealogy workshop in Concord NH on April 3, in anticipation of a new Genealogy Club at the Kimball library.

6. Miscellaneous - none

7. Budget Update – The budgeted line items sheet was distributed with YTD figures listed. The Town budget passed with the requested library budget as presented.

8. Youth Services report – Kathy Watson prepared a three-page list of the many kid’s activities during February and March. The programs show much creative energy and planning to engage kids of all ages.

Old Business

1. Status of library parking lot extension project. Selectman Spero, our library liaison, will be invited to a trustee meeting.
2. Passport Acceptance Facility update. On Mar 4, 2019 the Kimball library was designated to process new passports and renew existing ones. The charge for a new passport Fee is \$35; renewals no cost. Staff are trained available to provide this additional service to the community. For details, call the library to set up an appointment and know what documents to bring.

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3. Greater Salem Rotary proposals- Kathy and Michelle developed a proposal for 10-Chrome Books to be used in conjunction with many children's library programs. Diane also proposed the purchase of two new tables and four chairs to replace four study carrels, similar in color and tone to the existing furniture. The total proposed cost is about \$9000. The proposal was funded in full by the Greater Salem Rotary Club and the tables will be ordered soon. Since the amount of the donation is over \$5,000 the trustees will post a public notice in the local newspaper to be in compliance with state law.

4. Review Southern NH Library Cooperative Agreement -The handout distributed trustees for review. Share any comments or proposed additions with Diane by March 27.

New Business

1. Accept Donations – Ms. Finn, treasurer indicated a total of \$1317.97 (3 separate donations) was received. A motion to accept the funds was made by Mr. Kelley and seconded by Ms.; Doughty. The motion passed, 4-0.

2. Vote for trustee positions – Since not all trustees are present, the vote for trustee positions will be tabled until the April 17th meeting.

3. Other

- Next Regular Meeting

The next scheduled meeting will be on Wednesday, April 17, 2019 @ 1:00 PM at the Kimball Library.

- Adjournment. Motion to adjourn was made by Mr. Kelley and seconded by Ms. Finn.
- Adjourned: 2:10 pm.

Submitted,

Thomas Kelley

Secretary