

**KIMBALL LIBRARY BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
11/19/19**

**Attendance:**

Tom Kelley, Chair  
Linda Jette, Vice Chair  
Marnie Finn, Treasurer  
Karen Trasatti, Secretary  
Nina Gray, Alternate  
Wendy Doughty, Alternate  
Diane Heer, Director (2:32)

**Call to Order:** 2:00pm

Meeting today to discuss the status of the director search. The director position was offered to a candidate who the trustees were prepared to meet at this meeting but she has declined the offer and withdrawn her application.

Trustees to advertise the position again. Upon Diane's departure, Kathy Watson will fill in for most of Diane's duties with the exception of the budget. Kathy currently earns \$25.50/hour and her salary will increase to \$32/hour while acting as director.

**Motion by Tom Kelley to appoint Kathy Watson as acting director effective 1/2/2020 at \$32/hour until a full-time director is hired. Seconded by Linda Jette.**

4Y, motion passes unanimously.

**Motion by Tom Kelley to purchase a \$250.00 Visa gift card from trustee funds as a retirement gift for Diane. Seconded by Linda Jette.**

4Y, motion passes unanimously.

Library Staff Christmas Visa gift cards:

Diane \$100  
Kathy \$75  
Lois \$50  
Other Staff (including new hire Danielle) \$25  
Total: \$450.00

**Motion by Tom Kelley to spend \$450.00 of trustee funds for Visa gift cards to be distributed among the staff for Christmas gifts. Seconded by Linda Jette.**

4Y, motion passes unanimously.

2:32 Diane joined meeting to discuss parking expansion project.

2:48 Karen Trasatti, Secretary, left meeting due to previous commitment.

Tom Kelley recorded the following minutes for the remainder of the meeting:

*Conversation by members wanting to move the parking lot project forward rather than letting it drop.*

*Even if the project doesn't get supported this year it is important we generate the project report to implement the plan at a future time. The Trustees supported the early engineering costs as a measure of their commitment to the project.*

*Moving forward, Tom will ask the Town Engineer for the completed project including the construction cost estimates. Also, ask if Mr. Keach will resent the project or was his availability to present focused more on the public hearing required on any new proposal.*

*The topic of siding, while that has been floated as a potential reason for not moving ahead with the parking lot project, it our perception that the siding and the parking lot are two different issues, especially as there is some thought among engineers and architects that the damage is minimal.*

*Upon receipt of the final Town Engineer report, a request will be made to the Selectmen to support the proposal. The Selectmen meet in December 2, 16 & 30. The agenda materials must be to the Town Administrator the Wednesday before the Selectmen's meeting. Tom asked trustees to participate and attend the meeting with the Selectmen.*

*The question of rallying the troops in support of the project will wait until we know the source of opposition. If the project is deferred until next year, there will be more opportunity to develop a letter writing campaign.*

Meeting Adjourned:       pm

Respectfully submitted by,  
Karen Trasatti, Secretary