

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR (ZOOM) MEETING MINUTES
9/16/20**

Attendance (Zoom):

Tom Kelley, Chair

Linda Jette, Vice Chair

Marnie Finn, Treasurer

Karen Trasatti, Secretary

Bruce Pelletier, Trustee

Nina Gray, Alternate Trustee

Julie Hammond, Alternate Trustee

Ahva Falwell, Alternate Trustee (1:08)

Karen Brown, Director

Kathy Watson, Asst Director/Youth Svcs Director

Others in Attendance:

David Williams, Station Manager

Call to Order: 1:00pm

CHAIRMAN'S REPORT:

Tom shared letters/comments from patrons praising library staff for the wonderful programs offered during the pandemic.

SECRETARY'S REPORT:

Motion by Marnie Finn, seconded by Linda Jette to approve regular (zoom) meeting minutes of 8/19/20. Motion passes 5-0.

TREASURER'S REPORT:

General Fund: \$14,493.97

Fines Acct: \$ 2,545.96

No donations to report this month.

DIRECTOR'S REPORT:

- New electronic sign being installed Monday, 9/21/20.
- Circulation #s slow for August.
- ILL started up again this week.
- Smaller, in person library programs to start up (Knit group, Girls who code)
- Friends of Library raffle baskets on display in library. Tickets can be purchased in library.
- Final 2 concerts had close to 900 attendees. Close to 4000 viewers of summer concert series.
- Conservation trail map display up and very popular.
- Fire panel in lobby needs to be replaced. Town Administrator obtaining quotes.
- HVAC system has needed 4 repairs over last month – a switch was replaced and finally working properly.

- Staff workroom ceiling had water leakage after recent heavy rains. David Weymouth responding to issue.

Youth Services (Kathy Watson):

- Fairy bags were a hit.
- Tech appointments available (in person or over phone)

UNFINISHED BUSINESS:

- New sign being installed Monday.

NEW BUSINESS:

- 2021 Budget Review. Budget Committee liaison (Bob Malo) has requested to meet and discuss budget before formal meeting with Budget Comm. Meeting planned for Tuesday, 9/22/20, 10am.
- 10/5/20 Budget presentation to Board of Selectmen
- 10/13/20 Budget presentation to Budget Committee
- 2021 Library holiday calendar (days closed for holidays in 2021). If holiday falls on a Saturday, library is closed on the preceding Friday. If holiday falls on a Sunday, library is closed the following Monday. Discussion about holiday hours.

Motion by Tom Kelley, seconded by Linda Jette to adopt the following holiday hours for 2021: Thanksgiving eve 10a-3p, Xmas eve 10a-1p, NYE 10a-3p. Motion passes 5-0.

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Motion by Tom Kelley, seconded by Linda Jette to adopt the following holiday hours for 2020: Thanksgiving Eve 10a-3p, Xmas eve 10a-1p, NYE 10a-3p. Motion passes 5-0.

- Friends of Library having a book giveaway starting 10/3/20.
- Karen Brown will look into cost/availability of installing automatic sanitizer dispenser in between library entrance doors.
- Wreaths Across America (in partnership with the Atkinson Veterans Club and Lions Club) is happening in town again this year. Wreaths are to be placed on each of the 315 gravesites in the Atkinson Cemetery for Veterans. A ceremony and wreath placement will occur at Atkinson Cemetery on Saturday, 12/19/20 at noon. All are welcome to attend.

Next Meeting: October 21, 2020

Meeting Adjourned: 2:11pm.

Respectfully submitted by,

Karen Trasatti, Secretary

9/16/20 Kimball Library Board of Trustees – Regular Meeting Minutes