

KIMBALL LIBRARY  
BOARD OF TRUSTEES MEETING  
ATKINSON, NH

APRIL 18, 2018  
LOCATION: LIBRARY MEETING ROOM

**Call to Order:** Vice chairman Chris Witteveld called the meeting to order at 1:00 PM

**Pledge of Allegiance:** At 1:03 PM

**Roll Call:** In attendance were trustees Chris Witteveld, Marnie Finn, Tom Kelley and Karen Trasatti. Kathy Watson, Assistant Director/Youth Services Director representing Diane Heer. Alternates attending: Julie Hammond and Wendy Doughty standing in for Jim Cobb. Russell Wolff, videographer was in attendance.

Correspondence: None

Chairman's Report: None

Secretary's report: Motion to accept the March 28, '18 minutes made by Chris Witteveld and seconded by Karen Trasatti. The minutes were accepted for publication.

Treasurer's Report: As part of a town wide audit of all departments Marnie Finn has prepared Quick Book reports of the library's bank accounts. No issues are anticipated. Chris Witteveld moved to accept the report and seconded by Marnie Finn. Reconciliation Summaries for fines and general expenditures through 3/31/18 were distributed for review.

Director's Report: Kathy Watson provided:

- Circulation numbers reveal increased activity for Total Circulation (Checkouts, renewals, local use, Ebooks/downloadable), which in February totaled 6551 and in March 8136.
- Computer usage and programs continued to show strong gains. Upcoming programs will include nutrition and a NH Humanities Guitar in Latin America.
- The facilities are well maintained and Dave Weymouth reported the generator has been serviced.
- The monthly cooperative meeting will be held Thursday April 26 at the Kimball library. And the SNHLC Cooperative Annual meeting will be held Monday, May 7 @ 7 pm at the Sandown Library.
- Kathy as Youth Services Director outlined the many programs – teens and toddlers- slated for the Spring-Stay-Cation week, for those not traveling on school vacation. All the programs are listed on the library web site.

- In May plans will be underway for the summer reading programs. The ability to host so many programs is due to the support of the **Friends of the Library**, whose fundraising efforts support the guest speaker programs and the many teen and children's projects.
- The budget handout provided the rate of budget expenditures through 4/17/18.

Old Business: The Circulation Policy discussion is tabled until the May meeting.

New Business:

- Donations in the amount of \$630 have been received in April. Chris Witteveld moved to accept the donations, seconded by Karen Trasatti.
- The Book Sale will be held May 19<sup>th</sup>. The raffle drawing for the art work on display will be held that day. Tickets are 3-\$10.
- There is damage and cracks in the inside book depository doors. Dave Weymouth will be asked for advice on repairs.
- Those attending the NHLTA conference in Manchester on May 14<sup>th</sup> include: Diane Heer, Jim Cobb, Marnie Finn, Tom Kelley, Karen Trasatti and Wendy Doughty.
- Kathy Watson has updated the library website with the new members and their terms.

Next regular Meeting: May 16 @1 pm.

Adjournment: Motion to adjourn was made by Chris Witteveld at 1:13 pm and seconded by Karen Trasatti and passed.

Respectfully submitted:  
Tom Kelley, Secretary