

KIMBALL LIBRARY  
BOARD OF TRUSTEES MEETING  
JANUARY 18, 2012

Meeting Called to Order : 6:40 pm

Trustees Present : Alan Phair, Kay Galloway, Julie Hammond, Wendy Doughty, Marnie Finn

Alternates : Linda Jette, Don Latham

Also Present : Director Diane Herr

Excused : Nina Gray

Chairman's Report :

Alan had asked Dave Pallaria to update the Board on the ongoing electrical projects with the new outside lights, outlets and lighting for new awnings. It looks like all projects will be finished within the week. Alan also thanked Dave for helping with the writing of the Emergency Management Plan with Fire Chief Murphy.

Alan relayed the thank you notes from the staff acknowledging the Christmas gift cards. Alan also thanked everyone who had passed on get well wishes during his recent hospitalization. He is well on the way back to good health.

Alan noted that at the budget hearing on 1/17/2012 the Committee indicated that the Library budget would be accepted with the exception of the wage increases requested.

Secretary's Report :

The minutes of the non- public session of 12/13/11 were accepted after a unanimous vote. Kay Galloway made a motion to accept the regular minutes of the 12/13/11 meeting. Julie Hammond seconded the motion which was then passed.

### Treasurer's Report :

Julie presented the monthly reports. She indicated that the cash reconciliation sheets are very accurate and all monies are very easy to track using the new software. The Annual report was sent to the Town Hall this week. Kay Galloway made the motion to accept the report. Motion was seconded by Marnie Finn and accepted.

### Director's Report :

While circulation for 2011 was down 15%, Diane reported that downloadable books and audio books numbers were up 75%. DVD loans are now 7 days which also effects the statistics. Almost 5000 patrons attended the 583 different programs offered during 2011. Upcoming programs include the 1/21 Jack Frost Jamboree, 2/9 Blending Spices and 3//6 Lighthouses Far and Near. There are programs already scheduled into September. Please check the Library website for more information.

Minor repairs in the building have been done. The new awnings over the book drop and employees entrance were installed 1/18.

Jessica Drouin started work in the Children's Room in 12/27/11. She will start the weekly story hours on 1/23/12. Carolyn Birr is now working 15 hours per week and she will be doing some of the preschool story hours.

There will be a Staff Appreciation Brunch at 9:00am on 2/15/2012.

The newly formed COOP has been meeting with the aim of going "live " on 1/30. There will be some local publicity for the project to help with the marketing of the new systems.

### Old Business :

Since the Attorney General's office has declined to pursue the issue, Alan is suggesting that he and Kay Galloway try to meet with someone representing the Kimball Endowment Fund to clarify the status of the fund.

The awnings are installed and once the electrical work is done the heat mats will be done.

The grant proposal for the generator is being processed including the Town emergency management plan.

The Energy Audit suggestions have been presented to Pro Controls

Don Latham volunteered to configure the diagrams of the library rooms which would be utilized

as emergency evacuation maps. Kay Galloway is the Library rep on the Safety Committee.

New Business :

Motion was made by Kay Galloway to accept the \$ 300.00 donation made by Ann Decesare.

Motion was seconded by Julie Hammond and accepted.

Julie Hammond will investigate using the NH Municipal Investment Pool for future CD 's.

The annual Trustees Conference will be held on 5//21/12.

Meeting : 2//15/2012 @ 6:30 Next pm.

Meeting Adjourned @ 7:50 pm.

Submitted

Marnie Finn, Secretary