

KIMBALL LIBRARY  
BOARD OF TRUSTEES MEETING  
MARCH 21, 2012

Meeting Called To Order : 6:35 pm

Trustees Present : Alan Phair, Kay Galloway, Wendy Doughty, Marnie Finn, Linda Jette.

Linda Jette had to leave the meeting at 7:30. Don Latham took her place until she returned at 9p.m.

Alternate : Don Latham

Also Present : Director Diane Heer, former Trustee Julie Hammond

Excused : Alternate Nina Gray

Chairman's Report : Welcome to newly elected Trustee Linda Jette and congratulations to reelected Trustee Wendy Doughty. Thanks to retiring Treasurer Julie Hammond.

Officers for the coming term were elected as follows with unanimous votes :

Chair – Alan Phair , Vice Chair – Kay Galloway, Treasurer – Linda Jette, Secretary \_ Marnie Finn

Secretary's Report : Kay Galloway made the motion to accept the February 15<sup>th</sup> minutes with 2 minor corrections. Seconded by Linda Jette, the motion was passed.

Treasurer's Report : Julie presented the end of her term report. She has volunteered to work with the new Treasurer to familiarize her with the software procedures and reports.

Director's Report : Diane reported that circulation increased by 4.13% in February. She will have statistics next month from the new Koha system. Attendance at adult and children's programs is consistently good. Kathy Watson has been helping patrons with ebooks and other electronic devices with " Tech Appointments ". Diane will be conducting an instructional program on 3 different days to explain how to navigate the new Cooperative Catalog. Check the website for times on 4/5, 4/11 or 4/16.

Upcoming programs include a diverse schedule ranging from the Screaming Eagles to Middle Eastern cuisine. The music events for Spring and Summer will begin with a return of the popular " Two Old Friends " on May 24<sup>th</sup>.

Dave Weymouth installed coat hooks on all bathroom doors. Sprinkler and fire alarms had annual testing by Fire Department. Fire extinguishers will also be done by the end of March.

Waiting for estimates on ADA compliant automatic doors for the front entrance.

Kathy Watson and Jessica Drouin attended the CHILIS conference and previewed performers for the Summer Reading Program.

Diane has been invited to the NH Seacoast Co-op to discuss the formation of the Southern NH Library Cooperative. She also attended the PLA Conference in Philadelphia. She submitted a detailed report to the Trustees on the Conference activities.

The Southern NH Library Cooperative is up and running. The Directors have been meeting and the catalogers and other staff will meet to compare system issues.

New Business : Linda Jette and Marnie Finn will apply to become the Library Trustee's representatives to the new Heritage Commission as approved by this year's Town election.

Kay Galloway made a motion, seconded by Linda Jette to approve the registration fees for the NH Library Trustees Association Spring Conference on May 21, 2012. The motion was accepted and Diane will submit the paperwork.

Diane requested \$ 650.00 to pay for the Magic Show which would be the opening program for the Summer Reading Program in the Children's Room. The program will include a one hour private lesson for 25 children before the show. A motion was made by Kay Galloway and seconded by Wendy Doughty and approved the spending. The funding for the Magic Show will come from the Elizabeth Smith estate monies.

There was a discussion about a request to share whatever email addresses the Library has in the database. The Town is compiling a list to be used for emergency notices, etc. Diane will discuss this matter further with Bill Innis.

There is an ongoing problem with skateboarders and the trash they leave on the Library grounds. Diane is working with the police on the situation.

Old Business : The generator proposal has been presented by Chief Murphy to Julia Chase, the state Emergency Management Director. The town plan must also be presented. Alan and Chief Murphy are keeping track of the hours spent in the preparation of the project. These costs are credited to the program monies.

Alan is in the process of getting three bids for the automatic doors.

8:15 p.m. A unanimous vote was taken to enter a non-public session according to RSA-91-A:3 II (1)&(2).

9:20 p.m. return to public session after unanimous vote.

New Business : Vote was taken to increase the hourly rate for the newly designated Youth Services/Technology Director Kathy Watson to \$ 18.00 per hour as of April 1, 2012.

Kay Galloway made the motion to adjourn at 9:25p.m., seconded by Linda Jette and passed.

Next Meeting : April 18<sup>th</sup>, 2012 @ 6:30 p.m.

Marnie Finn, Secretary