

Kimball Library
Board of Trustees Special Meeting
March 4, 2011

I. Call to order

Chair Alan Phair called to order the special meeting of the Kimball Library Trustees at 1:00pm.

II. Roll call

Trustees Present: Wendy Doughty, Alan Phair

Alternates Present: Linda Jette (replacing Kay Galloway)

Excused: Trustees Greg Spero, Julie Hammond, Kay Galloway.....Alternates Margaret Finn, Nina Gray

Also Present: Director, Diane Heer.

III. Library Assistant Position

Diane Heer discussed the resignation of Laurel Albright on Feb 11th. It had been decided that since Laurel submitted her resignation within six months of being hired, we should utilize the pool of resumes we received for her position initially rather than spending the money necessary to post an ad in the newspaper seeking candidates. Diane recommended to the Board, Judy Marden, a resident of Atkinson to the position of Library Assistant, currently a part time position of between 4 to 6 hours per week. Judy has worked in various capacities including teaching in the Timberlane School District and working with children as an Assistant Director of a Day Care center.

A motion was made By Wendy Doughty and seconded by Linda Jette that we hire Judy Marden to the position of Library Assistant. It was unanimously approved with the stipulation that Judy go through the normal 6 month probationary period for new employees. Her start date will be Tuesday March 8th and the Chair will send a letter to the Selectman advising them so.

IV. Adjournment

There being no other business, a motion was made by Wendy Doughty and seconded by Linda Jette, to adjourn this special meeting. It was approved unanimously and the meeting was adjourned at 1:15PM

Respectfully submitted by

Alan J. Phair, acting Secretary