

KIMBALL LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 13, 2012

Meeting Called To Order : 1:35 p.m.

In Attendance : Trustees Alan Phair, Kay Galloway, Linda Jette, Marnie Finn
Alternate Julie Hammond (will vote in Wendy Doughty's place) Director
Diane Heer

Excused : Alternates Nina Gray, Don Latham and Trustee Wendy Doughty

Chairman's Report : Alan announced that the Board would be going to a non-public session at the end of the regular meeting.

Secretary's Report : Kay Galloway made the motion, seconded by Julie Hammond, to accept the minutes of the 10/24/12 regular meeting. Motion passed. Kay Galloway made the motion, seconded by Linda Jette, to accept the minutes of the Special Meeting held on 11/5/12. Motion passed.

Treasurer's Report: Kay Galloway made the motion to table the current report until the 12/19 meeting. Motion was seconded by Julie Hammond and approved.

Director's Report : Diane reported a very large increase in circulation numbers compared to 2011 . A total of 7762 items circulated – an increase of 34.6 % from October 2011.

Most recent programs were the Veteran's Day music event with an amazing presentation by local Veteran Marty Feuer to open the program. The Science Fair was very well attended.

Check the Library web site to learn about upcoming events for children and adults during the upcoming holiday season.

There have been several minor maintenance issues which should be completed by the 16th. The trellis' were cleaned and it will be determined if they need another coat of stain after they dry..

Diane is working with Mike Ebbett on hardware and software updates. She is also exploring discounts available to non-profits.

Celeste Linnan was hired on 11/5 and began work as the new Youth and Circulation Assistant on 11/6. Diane recently attended a program on the demographic projections for the State and how they might affect libraries.

The three Directors of the SNHLC have set up a user's meeting at LGC in Concord on 11/27 for Koha users and anyone interested in the SNHLC and the Koha system.

Old Business : Alan reports that the generator should be installed during the week after Thanksgiving. He is also working on the options that might be available for the well project that has been discussed. There is still no further information on the Kimball Library Endowment Fund.

New Business :

Motion was made at 2:00pm by Kay Galloway to leave the public session and go to a non-public session under the provisions of RSA 91-A:3II(a)(c)(d) or (e). Motion was seconded by Marnie Finn and passed by a unanimous affirmative vote.

Non-Public Session : The purpose of the non-public session was to discuss the renewal of Director Diane Heer's contract. Her current contract expires on 12/31/12. Her previous contracts were reviewed and her performance as Director discussed. Terms for a new contract were outlined & subject to a vote to be taken when we went back into Public Session. The agreement would go into effect on January 1st of 2013 & would cover a two year period through Dec 31, 2014. Kay Galloway made the motion and Linda Jette seconded to return to the public session at 2:20pm. An individual roll was called & the Motion passed unanimously.

Return to Public Session : As a result of the discussion in the Non Public Session, the Board brought up for further discussion and a vote, the contract renewal for Director Diane Heer. It was decided to increase her salary by 1.5% for the time period of January 1, 2013 thru May 31, 2013 and effective on her five year Anniversary with the Library, an added increase of 1.2% which would go into effect for the period of June 1, 2013 thru December 31, 2013. That would be an annualized rate of 2.23%. During the second year of the contract for the period of January 1, 2014 through Dec 31, 2014, the director would be given an increase of 2.5%. Kay Galloway made the motion to proceed with these increases. Linda Jette seconded the motion and the terms of the new contract were approved unanimously. Kay then made a motion to adjourn the meeting. Linda seconded and motion was approved at 2:30pm

Next meeting December 19, 2012 @ 6:30 pm.

Submitted : Marnie Finn , Secretary