

KIMBALL LIBRARY
BOARD OF TRUSTEES MEETING
ATKINSON, NH 03811

October 18th, 2017

Location: Kimball Library Meeting Room

Time: 1400

Call to Order: Chairman Jim Cobb called the meeting to order at 1403

Pledge of Allegiance:

Roll Call: In attendance were trustees Chris Witteveld, Marnie Finn, Linda Jette, Anna Winsett, Director Diane Heer, Chairman Jim Cobb, alternate Julie Hammond and videotaper Russell Wolff.

Correspondence: None reported

Secretary and Treasurer Report: Both for the previous month were accepted via separate motions.

Director's Report: Circulation stats were discussed as were upcoming programs. A budget update was given to the trustees with anomalies noted. Final numbers depend on propane costs but other than that the budget is up to date and the proposed numbers are a 2.37% increase over last year's budget. (\$477319 in 2017/\$457906 for 2018). Kathy Watson's youth programs likewise listed and impressive. Raffle baskets and raffle tickets from the Friends of the Library now available at the main desk.

Facilities Review: All preventative maintenance to HVAC and generator have been accomplished and both in good working order. Propane will be delivered every other week up until May. Dave Weymouth, the town maintenance man is looking into whether the outside clapboards need painting (a supposed 15 year guarantee on siding should negate painting at this time). Diane Heer contacted local craftsman Andy Mason about some touch up interior painting to be done. The library will be closed on Veteran's Day, November 11th.

Old Business: The discussion on solar panels put on hold due various reasons, one being possible Trump tax on cheap Chinese solar panels could change entire dynamics on bids so far received.

New Business: Access A/V gave a cost analysis for an upgrade for our amplification system. It will be digital vice analog and give much better acoustics than we are now getting via the older outdated system. A motion to accept Access A/V bid and vote \$3600 max to cover was made by Marnie Finn, seconded by Jim Cobb and passed.

Diane Heer had put out to bid the IT services for Kimball Library. Five bids were received and upon further discussion a motion by Anna Winsett to accept the bid from BLOCK 5 TECHNOLOGIES for \$17166 per year for two years was seconded by Jim Cobb and passed.

In a separate discussion Diane Heer said she'd been proctoring (giving college exams to on-line college students) to Atkinson residents free of charge. Brigham Young University is one of five colleges Diane is licensed to proctor in any subject. She has been contacted by several non-Atkinson residents and a possible source of income for the library exists – a fee schedule is being looked into.

Next Regular Meeting: The next trustee meeting will be Wednesday November 15th, 2017 at 1400 in the Kimball Library meeting room.

Adjournment: The trustee meeting of October 18th, 2017 adjourned at 1423 via a motion by Linda Jette and seconded by Marnie Finn.

Respectfully submitted:
Chris Witteveld Secretary