

**KIMBALL LIBRARY
BOARD OF TRUSTEES SPECIAL MEETING
ATKINSON, NH 03811**

September 12, 2016

Location: Kimball Library Conference Room

Time: 1:30 PM

- **Call to Order:** The meeting was called to order at 1:37 PM.
- **Roll Call:** Present were Trustee Anna Winsett; Alternates Wendy Doughty and Julie Hammond. Director-Diane Heer and Children's Youth Services Director Kathy Watson were also present.
- **Purpose of the Special Meeting:** The meeting was convened pursuant to the Director's request to discuss filling a part-time youth services assistant position recently left vacant.
 1. The Director explained that five candidates had submitted resumes in response to the job posting and that she and YSD Watson had considered each resume. It was their recommendation that Michelle Collins, who is well-known to them as a library patron and volunteer, was best qualified for this particular position. They explained that she has excellent credentials and has been exuberant and thorough when undertaking tasks as a volunteer.
 2. Particular focus for this position was on a candidate's experience with small children. All the candidates' qualifications were discussed; their resumes available for review.
- **Motion:** Accepting the Director' recommendation, Julie Hammond made a motion that Michelle Collins be hired as the part-time youth services assistant to work 20-25 hours per week at the rate of \$14.00 per hour. Anna Winsett seconded and the motion passed.

The meeting concluded at 1:52 PM.

Respectfully submitted,

Anna Winsett

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