

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
1/20/2021**

Attendance:

Tom Kelley, Chair	Karen Brown, Director
Linda Jette, Vice Chair(1:09)	Kathy Watson, Asst Dir/Youth Svcs Director
Marnie Finn, Treasurer	David Williams, Station Manager
Karen Trasatti, Secretary	
Bruce Pelletier, Trustee	
Julie Hammond, Alternate Trustee (Acting for Linda Jette from 1:05-1:09)	

Call to Order: 1:02 pm

Secretary's Report:

Motion by Marnie Finn, seconded by Bruce Pelletier to accept regular meeting minutes of 12/16/20. 4 Yes/1 Abstain. Motion passes.

Treasurer Report:

\$11,082.00 General Account
\$ 3,625.26 Fine Account
<hr/> <hr/> \$14,707.26 Total

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Motion by Karen Trasatti, seconded by Bruce Pelletier, to accept treasurer report for December. 5 Yes, Motion passes.

- 2 donations: total of \$250.

Motion by Tom Kelley, seconded by Karen Trasatti, to accept donations of \$250.00. 5 Yes, Motion passes.

Director Report:

- Statistics: e-content remains consistent, total circulation almost 3000.
- December is a quiet month as seen in programming #s.
- Town Website: Library Trustees link moved to Committees & Boards link
- KB and Lois appointed to serve on town joint loss management committee. KB will be secretary. Together they are revising town's safety manual.
- Library getting new phones (handsets included). Cost to library will be installation and slightly higher monthly cost.

- BC cut library budget in round 2. BC wanted to cut \$2350 but after discussion reduced cut to \$1400 for cleaning services and electricity.
- Due to 4month closure, significant savings for personnel, heat, electricity and cleaning. Library returned \$10k to town this year.
- 5 adult programs for Dec – 45 attendees
- Library Page Max Orio resigned due to other commitments. Posted vacancy on website and newsletter and received 3 applications.

Kathy Watson – Youth Services Director reports:

- Virtual programs back on
- Staff continues to re-categorize picture books in children’s room
- Teen night coming up in collaboration with other libraries 1/22

Unfinished Business:

- Gift Cards: Marnie spoke with Natch Greyes who works for municipal service council at NH Municipal Association. They discussed “de minimis benefits”, specifically gifting staff with gift cards as discussed at our December meeting. Most important is how big the gift is and how frequently it’s given. Gift cards gifted 1x/year to staff as employees of trustees are allowed without tax implications.
- Reopening Library: KB reports on Covid data in area. Trend across state is going down and trending better. Staff effective at keeping themselves masked and socially distanced. Recommends returning to phase 4: patrons in building but no in person programming.

Motion by Tom Kelley, seconded by Karen Trasatti, to return library to a Phase 4 opening effective 1/25/21. 5 Yes, Motion passes.

Motion by Tom Kelley, seconded by Karen Trasatti, to change Karen Brown’s salary payment schedule to coincide with town pay schedule. 5 Yes, Motion passes.

- Library Page – 2 candidates for library page. KB recommends hiring Ella Murray as library page effective 1/25/21 earning \$8.50/hour for 7-12 hours/wk.

Motion by Tom Kelley, seconded by Karen Trasatti, to hire Ella Murray as new library page effective 1/25/21 earning \$8.50/hour. 5 Yes, Motion passes

- Upcoming election – 3 open trustee positions:
 - Two 3 years positions March 2021 to March 2024
 - One 1 year position March 2021 to March 2022
 - All interested candidates can register at town clerk’s office to be on ballot
 - 3 Alternate Trustees: Nina Gray, Julie Hammond & Ahva Falwell all wish to continue as alternates. Will recommend BoS reappoint all.

Motion by Tom Kelley, seconded by Linda Jette, to recommend BoS re-appoint 3 candidates (Nina Gray, Julie Hammond, Ahva Falwell) as Alternate Trustees for another year, March 2021 to March 2022. 5 Yes, Motion passes

Other Business:

- BNC and Warrant: Unclear where we're at with library siding issue.
- Deliberative session a week from Saturday at Atkinson Academy
- Next Trustee meeting, February 17, 2021, 1pm

Motion by Marnie Finn to adjourn.

Meeting adjourned: 2:07pm

Respectfully submitted by,
Karen Trasatti, Secretary