

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES (ZOOM)
4/21/21**

ATTENDANCE:

Tom Kelley, Chair	Karen Brown, Director
Linda Jette, Vice Chair	Kathy Watson, Asst Dir/Yth Svcs Dir
Marnie Finn, Treasurer (1:03-1:20)	Nina Gray, Alt Trustee (acting 1:20-2:25)
Karen Trasatti, Secretary	Jill Ottow, Alternate Trustee
Bruce Pelletier, Trustee	David Williams, Station Manager

Call to Order: 1:03pm

SECRETARY REPORT:

Motion by Linda Jette, seconded by Marnie Finn to approve regular meeting minutes of 3/17/21. Motion passes 5 Yes, 0 No.

TREASURER REPORT:

\$13,132.30 General Operating Acct (\$6,701.48 available for general spending)
\$ 3,293.30 Fine Acct

Marnie requested trustees expend \$610 of Elizabeth Smith funds to fund summer reading kickoff.

Motion by Marnie Finn, seconded by Linda Jette to expend \$610.00 for summer reading kickoff from Elizabeth Smith Fund. Motion passes 5 Yes, 0 No.

Motion by Linda Jette, seconded by Karen Trasatti to accept Treasurer report for March. Motion passes 5 Yes, 0 No.

NH Trustees annual conference coming up. Nina, Linda, Karen B will be attending. Marnie and Tom may also attend. Karen T, Bruce, Jill not available.

DIRECTOR'S REPORT:

- March statistics: visits up 28%, circulation increased 54%, computer and conference room use increased.
- KB provided trustees with door counter data. Static software doesn't account for daylight savings so data adjusted by one hour. Counter is on main interior door and counts 2 way traffic so data reduced by 50% for accurate counting. Data counts on Sundays are for cleaning service.
- New phones installed.
- 2 study carrels re-installed.
- Fines: 99 patrons owe fines in excess of \$15. Library staff made calls to those patrons. Those accounts are frozen until fines paid.
- Youth Services: Kathy Watson reports Girls Who Code met last night for final session. Stay-cation events planned for next week.

1:20 Marnie Finn left meeting. Nina Gray acting trustee for Marnie.

UNFINISHED BUSINESS:

\$2k returned to Town to help with default budget. No updates. Town departments meet again in May.

NEW BUSINESS:

Karen Brown seeking trustee support of purchase of Aspen Discovery, an overlay of library catalog. The overlay expands catalog services and integrates e-content and book reviews into a search. 15 NH libraries joining as a cooperative to save ~80%. Kimball Library shares a catalog with Sandown & Plaistow (cooperative) so all 3 must enroll together. Sandown & Plaistow have committed to buy. Cost based on library budget and collection size. 2 year contract. September install.

\$947 installation and training

\$760 support services for 2021

Total \$1707 (+\$760/year from 2022 to end of contract)

Motion by Bruce Pelletier, seconded by Nina Gray to expend \$1,707 from Ruth Campbell Fund for Aspen Discovery. Motion passes 5 Yes, 0 No.

- Tom was contacted by TA Cressman several weeks ago regarding projects to be funded by grants from Congresswoman Annie Kuster's office.

Cressman suggested library siding project be submitted as a proposal for grant. Proposal has been submitted but no update yet.

- Kay Galloway volunteered to store signs from the parking expansion warrant.
- Update to Covid guidelines. BoS voted to expand mask mandate in town for 30 days. Mask policy at library remains in place. In person meetings starting up (limit of 15 people in large meeting area) and staff preparing to offer more in person programming.
- Color printer for public has died. KB waiting for quote from Block 5 to replace.

Next trustee meeting 5/19/21. Plan to meet in person for May with option to attend over Zoom if necessary.

Motion by Linda Jette, seconded by Karen Trasatti to adjourn. Motion passes unanimously.

Meeting Adjourned: 2:25pm

Respectfully submitted by,
Karen Trasatti, Secretary