

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
OCTOBER 20, 2021**

ATTENDANCE:

Tom Kelley, Chairperson
Karen Trasatti, Secretary
Marnie Finn, Treasurer
Bruce Pelletier, Trustee

Jill Ottow, Acting Trustee for Linda Jette
Kathy Watson, Interim Director

Call to Order: 1:08pm

Chairman Report:

Tom thanked Marnie for organizing the book sale and the Friends for attending recent Selectmen and Budget Committee meetings.

Secretary Report:

- Accept regular meeting minutes and non public meeting minutes of 9/15/21.

**Motion by Marnie second by Jill to accept regular meeting minutes of 9/15/21.
Motion passes 5Y-0N.**

**Motion by Bruce second by Jill to accept non-public meeting minutes of 9/15/21.
Motion passes 5Y-0N.**

Treasurer Report:

- General Acct: \$17,407.37 (\$9,591.22 encumbered, \$7,816.15 remaining)
- Fine Acct: \$ 3,512.72
- No donations this month

Motion by Bruce second by Jill to accept treasurer report for period ending 9/30/21. Motion passes 5Y-0N.

Director Report:

- Circulation down from August, however, less staff and less youth programs.
- Katie Cloughley, Youth Services Librarian started September 27th.
- Aspen Discovery (new catalog) has launched.
- Facilities:
 - Malfunctioned alarm panel. Parts ordered but work not done yet.

- Switching to Consolidated Communication eff tomorrow 10/21 (1 gig download/upload for \$189.95/mo, currently paying \$186.95/mo with Comcast). Comcast to be cancelled once the switch is complete.
- Passport program being renewed (70 passports processed so far in 2021)

Unfinished Business:

- Historical Society Wifi request: KW suggested HS use library hotspot on the Wednesdays they are open. It's an efficient solution to the HS's need for wifi. Tom requested an update from HS but no response yet.

New Business:

- Failing Server: KW reports server is failing. Replacement on order and Kathy will report back on cost.
- Wreaths Across America: Kimball Library is a dropoff location for donations.

Motion by Marnie, second by Jill to purchase wreaths in the amount of \$150 (\$15/ea) from the Elizabeth Smith Fund for Wreaths Across America. Motion passes 4Y, 1 Abstain.

- Trustee info session: 10/30 @ 10:15-11:00am Community members interested in learning what trustees do are encouraged to attend and learn more. 2 trustee positions will be open next election.
- 11/23/21 library budget presentation to budget comm followed by budget comm meetings on 12/14, 12/21, 12/28.
- Karen requested an update on the credit card machine (cumbersome paperwork) as discussed at a previous meeting. Town uses the same system so it will remain as is. Many patrons like the option to use cc. \$49.10 in credit card transactions in September.

Motion by Marnie, second by Jill to adjourn.

Meeting adjourned 1:53pm

Next trustee meeting: 11/17/21

Respectfully submitted by,
Karen Trasatti, Secretary