

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MARCH 16, 2022**

ATTENDANCE:

Tom Kelley, Chair	Julie Hammond, Alternate Trustee
Karen Trasatti, Secretary	Karen Brown, Director
Marnie Finn, Treasurer	Kathy Watson, Asst Dir/Youth Svcs Dir
Richard Geisser, Trustee	
Jill Ottow, Trustee	

Call to Order: 1:12pm

Motion by Tom, seconded by Jill to enter Nonpublic Session under RSA 91-A:3, II (a) and RSA 91-A:3, II (c). 5 Yes, 0 No. Motion passes.

1:51 pm

**Motion by Tom, seconded by Rich to resume public meeting.
5 Yes, 0 No. Motion passes.**

1:51pm Resumed public meeting. Roll call and Tom welcomed newly elected trustees Jill Ottow & Rich Geisser. Jack Sapia (resident) in attendance

CHAIRMAN'S REPORT:

Tom commented on 2 recent events which have occurred since our last meeting which have led to confusion and caused some to question library allegiance:

1. Meeting room usage policy: a part of the policy was inequitable and has been examined and updated to be reviewed today.
2. Use of library for a candidate meet and greet and the rhetoric that the library supported one group over another and political nature of events at library. The library did not endorse the event or promote one party over another. Meeting room policy ensures access to all political parties and groups. Tom & Library Director has responded to concerns on the meet/greet event.

SECRETARY REPORT:

Accept regular meeting minutes of 2/16/22.

**Motion by Jill, seconded by Marnie to accept regular meeting minutes of 2/16/22.
4 Yes, 1 Abstain. Motion passes.**

Tom drafted minutes from 3/10/22 meet/greet with the new Town Administrator John Apple. Motion made on 3/10/22 to remove mask requirement at library effective 3/10/22.

Motion by Marnie, seconded by Tom to accept special meeting minutes of 3/10/22 as written. 3 Yes, 0 No, 3 Abstain. Motion passes.

Karen T shared a thank you note addressed to trustees, director and staff from Linda Jette expressing her thanks and appreciation for the reception and gifts after her last trustee meeting on 2/16/22.

TREASURER REPORT:

February financials:	General Acct	\$15,374.11
	Fines	\$ 3,652.95
	Donation	\$ 41.00

Motion by Jill, seconded by Rich to accept February treasurer report as presented. 5 Yes, 0 No. Motion passes.

Motion by Tom, seconded by Jill to accept \$41.00 donation. 5 Yes, 0 No. Motion passes.

DIRECTOR REPORT:

- Karen Brown reports the library was open 26 days in February (31 in January), 3,797 loaned items (335 more than Feb 2021). Feb foot traffic 1697 (down from January). Programs well attended. Lots of upcoming programs: see library website for info.
- Lois will be attending the national public library conference in Portland OR at the end of March. Trustees look forward to Lois reporting back to the Trustees after the conference.
- Kathy Watson reports the Feb stay-cation events were a success.

NEW BUSINESS:

Tom recommended Karen Brown's performance review be extended to March 2023 due to her medical leave absence. KB was hired in March 2020.

Motion by Rich, seconded by Marnie to extend Karen Brown's performance review until March 2023. 5 Yes, 0 No. Motion passes.

Trustee meeting time: meeting time will remain at 1pm every third Wednesday.

Selection of Trustee Officers:

- Tom Kelley, Chair
- Jill Ottow, Vice Chair
- Karen Trasatti, Secretary
- Marnie Finn, Treasurer

Motion by Rich, seconded by Jill to accept slate of officers for the 2022 Kimball Library Trustees. 5 Yes, 0 No, Motion passes.

Alternate Trustee positions (3) have been posted in town hall.

Friends of Library will host a library staff appreciation day on 4/7/22. Friends will be selling t-shirts with Atkinson logo - all proceeds to benefit the library.

Meeting Room Usage Policy:

- Karen T requested and Tom Kelley seconded the meeting room policy be reviewed and on the agenda for this meeting.
- Karen Brown presented a draft of an updated meeting room policy. Updated policy allows for groups and individuals to reserve large and small conference rooms. KB consulted with Stephen Buckley of NH Municipal Association. The mission of any public library is to service the public community. A library cannot exclude groups b/c of disagreement with their speech or content of meeting. Library does not endorse outside groups. Library must be "content neutral" and to do otherwise is against the first amendment. The Game Room was a memorial gift when the library was built and devoted to the purpose of game playing.

Jack Sapia, resident and former selectman, respectfully and highly suggested the library seek legal counsel regarding policies with regard to NH RSAs on electioneering and political signage so the library makes good decisions going forward.

Lengthy discussion about meeting room usage policy. Rich G suggested Karen B have an attorney at NHMA review the updated policy. KB explained the policy is a combination of ALA and NHMA recommendations and discussion from the February meeting.

Motion by Tom, seconded by Marnie to accept the updated meeting room usage policy as presented by Karen Brown and as part of the motion Karen Brown will send the amended policy to an attorney at NHMA for review. 5 Yes, 0 No. Motion passes.

3:00pm Jill had to leave the meeting.

Next trustee meeting 4/20/22 @ 1pm

Motion by Marnie, seconded by Rich Geisser to allow use of Ruth Campbell funds for adult/youth programming that requires fees. 4 Yes, 0 No. Motion passes.

Motion by Tom, seconded by Marnie to adjourn.

Meeting adjourned 3:14pm

Respectfully submitted by,
Karen Trasatti, Secretary