

**KIMBALL LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
MAY 18, 2022**

**ATTENDANCE:**

Tom Kelley, Chair	Karen Brown, Director
Karen Trasatti, Secretary	Kathy Watson, Asst Dir/Yth Svcs Dir
Marnie Finn, Treasurer	Nina Gray, Alternate
Rich Geisser, Trustee	Linda Jette, Acting Trustee for Jill Ottow

Call to Order: 1:04pm

**CHAIRMAN'S REPORT:**

Tom welcomed alternate trustees, Nina Gray, Julie Hammond, Linda Jette who were recently appointed by BoS.

**SECRETARY'S REPORT:**

**Motion by Rich seconded by Linda to accept regular meeting minutes of 4/20/22.  
4Yes, 1 Abstain. Motion passes.**

**TREASURER'S REPORT:**

General Account:	\$18,031.83
Fines Account:	\$ 3,349.69
Copy	\$ 2,555.38
Ruth Campbell:	\$ 3,891.84
Donations	\$ 444.00

**Motion by Tom, seconded by Linda to accept treasurer report for April.  
5 Yes. Motion passes.**

**Motion by Tom seconded by Karen T to accept \$444.00 donation to be used for youth purposes. 5 Yes. Motion passes.**

**DIRECTOR'S REPORT:**

- April was a busy month - traffic down but circulation up. Museum pass use doubled from March.
- Lions Club gifted library with 2 new benches for the courtyard.
- Annual FoL appeal is underway
- BoS liaison Greg Spero has begun monthly meetings with KB for library updates.
- KB will propose a parking lot striping proposal (\$1080.00) to the BoS.
- 2023 budgeting will begin in July.
- Facilities: passed fire inspection. Plaster in the foyer has been sanded and painted.
- Budget: on target for gross % of spending 2022. Telephone line may be overspent (~\$3K) due to a change in providers since the budget was set.

- Youth Services (Kathy) summer reading kickoff Wed 6/22/22, planning underway.

**UNFINISHED BUSINESS:**

- Covid - #s increasing in the area. If Covid positive, quarantine is 5 days. Tom proposed library employees who are absent from work due to Covid not be penalized for lost wages. Tom provided Trustees with document from NHMA outlining the Families First Coronavirus Response Act (FFCRA) effective 4/20/20 specifically a provision contained within: "Emergency Paid Sick Leave Act (EPSLA) which mandates that all employees of 500 or fewer employees, including government employees, provide paid sick leave for Covid 19 related issues. FFCRA also amended the Family and Medical Leave Act (FMLA) to provide temporary additional reasons for leave related to the Coronavirus/COVID-19 crises and to provide pay for such FMLA leave beyond two weeks at a reduced rate.

Emergency Paid Sick Leave Act (EPSLA), implements a new federal paid sick leave law, whereby all employers, including government employers would need to provide up to 80 hours (or the equivalent of two weeks for part-time employees) of paid sick leave to employees for Coronavirus/COVID-19 issues.

The cost of providing paid sick leave under EPSLA ,and the cost of having to pay the additional FMLA leave, will have to be paid by the local government. Currently, there is no provision for reimbursement like that provided to private employers who receive tax credits to offset the costs of providing such leave.

- EPSLA expired 12/31/2020

Discussion regarding Tom's proposal to pay employees for Covid related absences. Tom explained the benefit is retroactive to 5/1/22 so that a library employee who previously tested positive for Covid could benefit.

**Motion by Tom seconded by Linda that Trustees adopt the last 2 paragraphs of EPSLA effective 5/1/22-12/31/22 and we revisit at the end of year.**

**4 Yes, 1 No. Motion passes.**

- Siding RFP: Tom had a conversation with Brian Boyle and a request for proposal will be out soon. With supply shortage and inflation, it is unknown how quickly or how many proposals will come in.

**NEW BUSINESS:**

- Legal Counsel - Trustees have a need for legal counsel on occasion. Tom will discuss with TA John Apple and BoS for Trustee access to town legal counsel.
- Unpaid vacation request: KB has exhausted her sick and vacation time. KB requests 2 week unpaid time for vacation (1 week in July, 1 week in August)

**Motion by Rich, seconded by Marnie to allow Karen Brown to take 2 weeks of unpaid vacation (1 week in July, 1 week in August). 5 Yes. Motion passes.**

- July meeting: Although the budget process starts in July, the budget can be discussed at the August meeting.

**Motion by Karen T, seconded by Tom to not meet in July.**

**5 Yes. Motion passes.**

- NHLTA comments: Trustees who attended the recent NH Library Trustee Association conference offered their takeaways from the sessions they attended.

Next trustee meeting: 6/15/22

Meeting adjourned: 2:15pm

Respectfully submitted by,  
Karen Trasatti, Secretary