

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
OCTOBER 12, 2022**

ATTENDANCE:

| | |
|--|-------------------------------------|
| Tom Kelley, Chair | Karen Brown, Director |
| Jill Ottow, Vice Chair | Kathy Watson, Yth Svcs Dir/Asst Dir |
| Marnie Finn, Treasurer | Karen Moss, Resident |
| Karen Trasatti, Secretary | Patty Murphy, Resident |
| Julie Hammond (11:20) Acting for Sunaina | Dan Murphy, Resident |

Call to Order: 11:07am

Tom welcomed members of the community who were in attendance. Tom provided an update of the siding project which should be finished by Friday, 10/14.

SECRETARY REPORT:

**Motion by Marnie, seconded by Jill to accept regular monthly meeting minutes of 9/21/22.
4 Yes, 0 No. Motion passes.**

TREASURER REPORT:

General Acct: \$18,052.79
(Includes \$3,891.84 Ruth Campbell & \$1,272.91 Copy \$)
Fines Acct: \$ 3,503.25
Savings Acct: \$12,125.68
(Includes \$9,724.19 Elizabeth Smith)

- 7 passports for September
- 2 Donations: \$40 & \$75

**Motion by Tom, seconded by Karen to accept treasurer's report for September 2022.
4 Yes, 0 No. Motion passes.**

**Motion by Jill, seconded by Karen to accept 2 donations (\$40 & \$75).
4 Yes, 0 No. Motion passes.**

DIRECTOR REPORT:

- Monthly printout of library budget distributed to trustees.
- New library budget worksheet also distributed which includes increases for heat (up 40%), electricity (up 30%), health ins and retirement. 6.4% budget increase Still waiting for figures from the town for FICA and Medicare.
- Foot traffic averages 3500 visits per month, 64 programs, 677 people attended those programs, youth staff re-launching 1000 books program in January.
- 3 library passport agents were recognized for the great job they do on passports
- 10/18 budget presentation to BC

- Siding project nearing completion with no disruption to patrons using the library. .
- KB will be obtaining a quote for replacing carpet in the large meeting room with carpet tiles.
- Youth Programming: (KW) Fall programs include story times, homework club and elementary explorers, and interactive movie night for teens on 10/26. AWCC offered to financially sponsor a curious creatures event on 11/9.

UNFINISHED BUSINESS:

- Blood Donation Drive: KB has been in touch with the Red Cross and waiting for a site inspection to determine if our meeting area is large enough and suits their needs. Potential blood drive in February.
- 11/30 Collaborative Training: Lori Fisher, Asst State Librarian, will be at KL to speak to local libraries' staff about how to handle challenges to materials.
- Survey: 1st ever customer satisfaction survey. Mailing to every household and online link goes live 10/15. Free tote bag for all participants.

NEW BUSINESS:

- Deed of Gift Policy: Policy protects the library in terms of how to accept a deed of gift.

Motion by Tom, seconded by Julie, to accept the Deed of Gift Policy as distributed by Karen Brown, Director. 5Yes, 0 No. Motion passes.

- First Congregational Church in Atkison is celebrating its 250th anniversary in November. Tom drafted a letter of congratulations to the church.
- Solar Panel Study (11:45) Stan Graziano joined us as a member of the Atkinson energy commission and presented a preliminary solar proposal for Kimball Library. Revision Energy conducted solar surveys on town buildings. Kimball Library is the only town building with a viable solar installation. There was some discussion and a motion, however, the motion failed.

Motion by Marnie, seconded by Jill, Kimball Library trustees would like to encourage the BoS to investigate the installation of solar panels at the Kimball Library. 2 Yes, 3 No. Motion fails.

Next regular trustee meeting: November 9, 2022 @1pm.

Adjournment: 12:35pm

Respectfully submitted by,
Karen Trasatti, Secretary