

**KIMBALL LIBRARY BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
MARCH 28, 2023**

**ATTENDANCE:**

Tom Kelley, Chair  
Jill Ottow, Vice Chair  
Marnie Finn, Treasurer  
Karen Trasatti, Secretary  
Linda Jette, Alternate Trustee acting for Pam Borisko

Call to Order: 12:32pm

Tom appointed Linda Jette to be acting Trustee for Pam Borisko (newly elected and sworn in).

The purpose of today's meeting is two-fold:

1. To discuss a 2024 salary recommendation for Director Karen Brown.
2. To discuss and recommend a candidate to the Board of Selectmen for appointment to the Trustee position vacated by Tom Kelley effective 4/5/23.

1. At a BoS meeting last year, a selectman questioned if the library director and assistant director receive COLA adjustments. That question prompted Tom to request this discussion about whether Karen Brown should receive COLA. It was stated that the Director is an exempt employee (per employment contract) and library practice has been to not give COLA adjustments to exempt employees. Discussion shifted to a salary recommendation for 2024. The question of COLA for the assistant director was not addressed.

Trustees were provided with Karen's salary history since 2020:

- March 2020 hired at \$74,000
- 1/1/21 2% increase to \$75,480
- 1/1/22 2% increase to \$76,990
- 1/1/23 4% increase to \$80,070

Trustees were also provided with salary comps with a range of library director salaries from Rockingham County:

- Hampstead \$96,969 (\$46.62/hr)
- Rye \$94,441 (\$45.39/hr)
- Stratham \$90,001 (\$43.27/hr)
- Plaistow \$86,132 (\$41.41/hr)
- Atkinson \$80,070 (\$38.49/hr)
- Seabrook \$66,913 (\$32.17/hr)

There was discussion if additional towns should be included in the salary comps and if this discussion would be better timed as part of budget preparation beginning in Aug/Sept. Trustee Ottow commented it's a courtesy to the employee to discuss salary after a recent evaluation. The recent evaluation was for 2021 & 2022 and a 4% salary increase went into effect 1/1/23 so the performance review is up to date. In addition, Trustees commented that we have a good director and must continue the advancement of competitive wages to retain quality staff. Tom, as Trustee Chair, commented he wanted this discussion so he could have input into Karen's 2024 salary before he resigns in April since he has worked closely with her during the evaluation period. The salary increase brings the Director's wage to mid range of what area library directors are receiving. Competitive salaries are supported by the Board of Selectmen.

**Motion by Jill, seconded by Linda, to consider giving Karen Brown a 7% salary increase (\$5,604.90) effective 1/1/24. 4 Yes, 1 No. Motion passes.**

**Motion by Tom, seconded by Linda, the Director will not be eligible for COLA in 2024. 5 Yes, 0 No. Motion passes.**

2. On 3/24/23, Tom, Karen T & Jill interviewed the 4 candidates who applied for the open Trustee position. All candidates were deemed to be highly qualified and would make great Trustees. Two candidate names were brought forward to the Trustee board. Discussion followed about each candidate's qualifications and a recommendation for appointment.

**Motion by Karen, seconded by Linda to recommend Gail Dennig be appointed by the Board of Selectmen to the Trustee position being vacated by Tom Kelley on 4/5/23. 1 Yes, 3 No, 1 Abstain. Motion fails.**

**Motion by Marnie, seconded by Jill to recommend Karen Moss be appointed by the Board of Selectmen to the Trustee position being vacated by Tom Kelley on 4/5/23. 4 Yes, 1 Abstain. Motion passes.**

Meeting adjourned: 1:43pm

Respectfully submitted by,  
Karen Trasatti, Secretary