

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
APRIL 5, 2023**

ATTENDANCE:

Tom Kelley, Chair

Jill Ottow, Vice Chair

Karen Trasatti, Secretary

Marnie Finn, Treasurer

Pam Borisko, Trustee

Karen Brown, Director

Linda Jette, Alternate Trustee

Nina Gray, Alternate Trustee

Karen Moss, Appointed Trustee (not yet sworn in)

Call to Order: 4:05pm

CHAIRMAN'S REPORT:

- Tom thanked Sunaina Chawla for her service as a Trustee.
- Tom welcomed Marnie Finn who was re-elected and also welcomed Pam Borisko who was recently elected to the board.

SECRETARY'S REPORT:

- Approve minutes of 3/8, 3/24 & 3/28.

**Motion by Jill seconded by Marnie to accept the regular meeting minutes of 3/8/23.
5 Yes, 0 No. Motion passed.**

**Motion by Marnie seconded by Jill to accept the special meeting minutes of 3/24/23.
5 Yes, 0 No. Motion passed.**

Tom suggested an addition to the 3/28/23 minutes to make part of the motion to approve. At the end of the paragraph after the listing of the towns in Rockingham County, he proposed adding "The salary increase brings the Director's wage to the mid range of what area library Directors are receiving. Competitive salaries are supported by the Board of Selectmen"

Motion by Tom seconded by Jill to accept the amended special meeting minutes of 3/28/23. 5 Yes, 0 No. Motion passed.

TREASURER'S REPORT:

- March Financials:
 - General Account \$23,865.18
(includes Ruth Campbell* \$4,375.80 and Copy \$737.72)
 - Fines Account: \$ 3,863.99
 - Savings Account \$12,644.65
(includes Elizabeth Smith \$8,679.15)
 - 53 Passports** for March \$ 1,855.00
 - 2 Donations (\$25 & \$40) \$ 65.00

*Ruth Campbell is an annual donation from a trust fund that was established many years ago and gives \$ to libraries all over the state of NH

**\$35 per passport fee. The library pays the \$9.65 postage and keeps the remaining balance.

**Motion by Tom, seconded by Karen to accept 2 donations totalling \$65.
5 Yes, 0 No. Motion passed.**

**Motion by Tom, seconded by Pam to accept Treasurer's report for March.
5 Yes, 0 No. Motion passed.**

DIRECTOR'S REPORT:

- Financial report shows remaining balance of 75% for the year (25% spent)
- March was busy and foot traffic was up by 26% over last month
- The Town has updated the Personnel Policy & Information and Technology Policy.
- Summer concert series: George Family Charities is underwriting the cost of concerts for the second year in a row. The Director is in communication with the fire dept to explore hosting a joint event at one of the concerts.
- Kathy Watson received a 2023 Educator's award from the Plaistow YMCA. Congratulations to Kathy on her well deserved award!
- Check the library website for exciting programs coming up for adults and children including: Covered Bridges of NH, Genealogy, Treasures of Isles of Shoals, Buildwave, etc..

OLD BUSINESS:

- 3 Alternates: Nina Gray, Linda Jette and Patty Murphy were recommended to the BoS for appointment. Appointments scheduled for 4/17.
- Karen Moss was appointed by the BoS last night to serve the remainder of Tom's term. She will be sworn in before the May meeting.

NEW BUSINESS:

- NHLTA annual conference for Trustees will be held on May 9th in Concord. Trustees should reach out to Marnie before April 21st if planning to attend.
- Historical Society Request - AHS representative met with the Director as they are exploring hosting an art sale fundraiser and inquired about use of the library. This request violates several library policies (program, behavior, and meeting room policies) and making an exception to approve sets a precedent. Discussion ensued about civic groups using the outdoor courtyard space (ground use policy).

Motion by Jill, seconded by Tom to notify the AHS about the difficulties surrounding this request and offer use of the courtyard for their fundraiser. 5 Yes, 0 No. Motion passed.

- Discussion of future Trustee meeting time: 2nd Tuesday of the month at 3:45pm was a mutually agreed upon time for those in attendance. One exception is the May meeting (same day as NHLTA conference). **The May meeting will be held on Wednesday, May 10th at 3:45pm. All meetings thereafter will be the 2nd Tuesday of the month at 3:45pm.**
- Selection of Board of Officers: Tom made a nomination of the slate of officers for this year:
 - Marnie Finn, Treasurer
 - Karen Trasatti, Secretary
 - Jill Ottow, Chairperson
 - Karen Moss, Vice Chair
 - Pam Borisko, Trustee

**Motion by Tom, seconded by Marnie to accept the above slate of officers.
5 Yes, 0 No. Motion passed.**

- Resignation of Tom Kelley effective 4/5/23

Tom thanked all the friends he's made during his time as a Trustee. He is very appreciative of the place of the library in the town as an important organization. Jill commented that we appreciate Tom's leadership and years of commitment. Karen B extended well wishes from her and her staff.

**Next Trustee meetings: Wednesday, May 10th, 3:45
 Tuesday, June 13th, 3:45**

Meeting Adjourned: 5:34pm

Respectfully submitted by,
Karen Trasatti, Secretary