

**KIMBALL LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
NOVEMBER 14, 2023**

**AMENDED AND ACCEPTED 12/12/23**

**ATTENDANCE:**

Jill Ottow, Chair

Nina Gray, Alternate

Karen Moss, Vice Chair

Karen Brown, Director

Karen Trasatti, Secretary

Marnie Finn, Treasurer

Pam Borisko, Trustee

Call to Order: 3:50pm

**Secretary's Report:**

- 10/10/23 regular meeting minutes

**Motion by Jill, seconded by Karen Moss to accept the 10/10/23 meeting minutes.**

**5Yes, 0 No. Motion passed.**

**Treasurer's Report: 10/1/23**

- General Account      \$ 22,287.46  
Includes Ruth Campbell \$2,877.80 & Copy -\$674.38
- Fines Account         \$ 2,711.73
- Savings Account     \$ 12,928.94  
Inc Elizabeth Smith    \$ 8,679.15
- 4 Passports            \$ 140.00
- 1 Donation             \$ 10.00

**Motion by Jill, seconded by Pam to accept the October Treasurer's report.**

**5Yes, 0No. Motion passed.**

**Director's Report:**

- Balance of 14.32% remaining in budget. 2023 budget will close 12/12/23.
- Health insurance #s for 2024: increase of 15.6% next year (+\$6.353) Overall 2024 library budget increase is 8.9%
- 3,424 visitors, 4,478 borrowed items, circulation & econtent up, 98 programs, 1200 attendees.
- Local artist Jody Consentino's work is on display in the meeting room.
- Karen Brown will begin holding office hours 1st Thursday of the month (2pm & 6pm)
- Pam asked for clarification on 98 programs for October. Karen B explained any individual event hosted by library staff is considered a program **and program numbers are reported to the state.**

**New Business:**

- Monetary Donations: Trustees were provided with the Monetary Donations document.

**Motion by Karen, seconded by Jill to accept the Monetary Donations to the Kimball Library and Acknowledgements document as amended \*If interested in donating to the library, please contact the Director or The Board of Trustees\*.**

**5 Yes, 0 No. Motion passed.**

- Draft Minutes: Karen T provided Trustees with a guidance document from NHMA titled "Draft Meeting Minutes Practical Considerations". Jill provided a Draft Minutes Procedure document she authored which included some of the same language from the NHMA document. Discussion about whether a procedure is needed when NHMA guidelines are already being followed. Karen T was asked to produce basic procedure guidelines for the next meeting.
- Columbus Day: Pam spoke on behalf of a resident who questioned why Columbus Day is noted as Indigenous People Day on the library calendar. Karen B explained 4 years ago there was a presidential proclamation to change Columbus Day to Indigenous People Day.
- Pam also spoke on behalf of a patron regarding a request by Lily Williams to hold a Chinese history event. Karen B explained the library wasn't interested in hosting the event at this time and didn't have the capacity to hold that type of event on short notice but Lily can inquire about holding the event at a later date.
- Marnie noted the CD with Pentucket Bank will be up in January. TD is running at 5% so Marnie will look into TD.
- CTN/Eagle Tribune: Tom Kelley, former chairperson of this board wrote an opinion piece to the CTN and Eagle Tribune stating his opinion of the two Trustees who voted against the 2024 proposed library budget and publicly criticized them as "elitist and uninformed". It was suggested the Board provide a formal rebuttal as a unified voice in the community defending unity of the board and diversity of thoughts.

**Motion by Pam, seconded by Karen T for the Board of Trustees to defend its members for personal comments made against specific Trustees (reference to CTN/Eagle Tribune opinion piece by Tom Kelley). 2Yes, 3 No. Motion failed.**

- Trustees were provided with the amended Trustee job description document. Karen T questioned why item d under Secretary duties: "Prepare correspondence as directed by the Trustees" was deleted. Jill stated it must have been an oversight and she will revise the document to include.

**Motion by Karen, seconded by to edit document to include "Prepare correspondence as directed by the Trustees" under Secretary duties. 5 Yes, 0 No. Motion passed.**

Meeting Adjourned 4:45pm

Respectfully submitted by,  
Karen Trasatti, Secretary