

**KIMBALL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
JANUARY 9, 2024
APPROVED 2/14/24**

ATTENDANCE:

Jill Ottow, Chair

Patty Murphy, Alternate Trustee

Karen Moss, Vice Chair

Karen Brown, Director

Karen Trasatti, Secretary

Marnie Finn, Treasurer

Pam Borisko, Trustee

Call to Order: 3:48pm

Secretary Report:

**Motion by Pam, seconded by Marnie to accept the 12/12/23 regular meeting minutes.
5 Yes, 0 No. Motion passed.**

Thank you notes (5) were received from staff for Christmas gifts. Cards were circulated to all Trustees to read.

Treasurer Report for Dec 2023:

General Account:	\$ 23,663.70
(Includes Ruth Campbell 2713.30 & Copy -556.41)	
Fines Account:	2,600.23
Savings Account:	13,130.02
(Includes Elizabeth Smith 8234.15)	
Donations:	200.00
Passports:	11

**Motion by Karen M, seconded by Pam to accept Treasurer's report for December.
5 Yes, 0 No. Motion passed.**

**Motion by Karen T, seconded by Karen M to accept the \$200 donation.
5 Yes, 0 No. Motion passed.**

Director Report:

- 98.27% of 2023 budget spent, final bills coming in. Karen B expects to spend 99%. Increase in visits and circulation over last December. Increase in passport applications.
- New database will allow patrons to read 5 newspapers (NY times, Washington Post, LA Times, Chicago Tribune & Wall Street Journal). The database also includes the Boston Globe.

- The Budget Committee decreased the library's 2024 materials of trade line by \$1000 at their meeting last week. 2024 Library budget increase is now at 9.1%.

New Business:

- **New Hire - Library Page:** Nate Belmont has started as a new Library Page.

Motion by Marnie, seconded by Jill to approve the hiring of Nate Belmont as a Library Page. 5 Yes, 0 No. Motion passed.

- **Annual statistics report:** Karen B reported the library was visited 40,450 times in 2023 (23% increase over 2022), 55,344 items lent (print up 28%, digital up 23%), 1039 programs, 13,454 attendees. Adult programs up 27%, youth programs up 73%. Passport appointments up 68%.
- **Copy \$:** Library currently charges 10 cents per copy. Staples charges 20 cents and neighboring libraries charge 15-20 cents. Cost of materials is increasing. Topic tabled to next month when Marnie can report on financials (paper ink & toner costs).
- **Fax:** telephone line to fax machine costs \$500/year. Use is declining so the topic will be revisited in the future. Karen B will look into fax availability with Comcast.

Meeting adjourned: 4:26pm

Next Trustee meeting: 2/13/24, 3:45pm

Respectfully submitted by,
Karen Trasatti, Secretary