

KIMBALL LIBRARY BOARD OF TRUSTEES
WORKSHOP MEETING MINUTES
MAY 18, 2026
FINAL

ATTENDANCE:

Karen Moss, Chair
Kane Guthrie, Vice Chair
Marnie Finn, Treasurer
Christine Latino, Secretary
Linda Jette, Alternate
Nina Gray, Alternate (*substituting for Jill Ottow, Trustee*)
Gail Dennig, Alternate

Guests: Arlene Q, Kate R, Leo G, Kathy W

Call to Order: 6:01 p.m.

Pledge of Allegiance

Statement of Conduct, all agree

Motion by Karen Moss, seconded by Kane Guthrie to have Nina Gray fill in for Jill Ottow: 5 Yes; 0 No. Motion passed.

- Finalize job posting and job description for new director position: MLIS, salary range, and vacation time.
- Discussion on whether the MLIS is preferred or required – under “Qualifications”.

Motion by Karen Moss, seconded by Kane Guthrie to have MLIS required. Motion passed.

Roll Call Vote

Yes: Karen Brown, Kane Guthrie, Nina Gray, Marnie Finn

No: Christine Latino

- Discussion on salary. Salary range: \$82-\$92k. Town may assist in first year re: health insurance cost, but no guarantees. Debate on list of comparable towns and average pay for library directors.

Motion by Christine, seconded by Kane to have salary range \$82k - \$92k. 5 Yes; 0 No. Motion passed.

- Discussion on the amount of vacation time. Three and four weeks considered. Amount will be prorated once the candidate begins.

Motion by Karen Moss, seconded by Kane Guthrie to offer four weeks of vacation. Motion passed.

Roll Call Vote

Yes: Karen Brown, Kane Guthrie, Nina Gray,

No: Marnie Finn, Christine Latino

- Discussion on job posting.
- Years of experience: 7 – 10 years; minimum 5-year senior management.
- Gail wrote an “ideal candidate” statement.

Motion by Christine Latino, seconded by Kane Guthrie to approve job posting pending Gail’s edit. 5 Yes; 0 No. Motion passed.

- Karen Brown suggested places to post job posting: Simmons University, MA Board of Library Commissioners, Library Job Line.
- Reviewed Jill’s “Transition Planning” email from Mindy Atwood, Acting Director of State Library.
- Kathy Watson read a statement regarding the Transition Plan passed/accepted by the BoT.
- Marnie read an evaluation regarding Kathy Watson’s performance when she was the Interim Director in 2020.
- Debate on Kathy’s compensation when she serves as Acting Director. To be reconsidered.
- Kathy will propose changes to pages one and two of approved Transition Plan. She will provide a draft via email prior to our next meeting on 5/27.

Motion by Karen Moss, seconded by Christine Latino to approve page 3 of the BoT passed Transition Plan. 5 Yes; 0 No. Motion passed.

- Karen Moss reviews a list of potential candidates for the Search Committee she has contacted. Christine Latino clarified that the entire board will be allowed to suggest candidates for consideration.
- Gail Dennig will share her draft of the job posting via email.

Meeting Adjourned: 7:56 pm.

Motion by Karen Moss, seconded by Marnie Finn to adjourn the meeting. 5 Yes. 0 No. Motion Passed.

Next meeting: Wednesday, May 27 @ 5:00 pm

Respectfully submitted by,
Christine Latino, Secretary