

Kimball Library
Board of Trustees Meeting
February 17, 2010

I. Call to order

Chair Kay Galloway called to order the regular meeting of the Kimball Library Trustees at 6:30pm on February 17, 2010 in the Kimball Library.

II. Roll call

Trustees: Kay Galloway, Wendy Doughty, Alan Phair, Greg Spero, Julie Hammond,

Alternates: Nina Gray, John Mack, Eleanor Feuer

Also Present: Director, Diane Heer, Children's Librarian, Carolyn Birr,

III. Approval of minutes from last meeting

Minutes of Board of Trustees regular meeting on (January 20, 2010) approved by a motion from Wendy Doughty and seconded by Alan Phair. The minutes were unanimously approved.

Nina Gray suggested in section (V) to change the word members to patrons. The motion was approved.

IV. Treasurer's Report

Julie Hammond provided a full update of each account for the Atkinson Kimball Library. Julie Hammond opened a savings account at TD Bank.

A CD was successfully opened for the LeBosquet Fund at the Pentucket Bank.

Julie Hammond thanked Gregory Spero for researching the rate at Pentucket Bank for the Trustees.

A future meeting with the staff of the library was discussed. Julie Hammond will meet share ideas and also receive some feedback from the library staff on how to keep improving the day to day tracking of the funds of the library. It was noted by Julie Hammond and Diane Heer that there has been several improvements since the previous year of the tracking of the day to day operations.

A new Debit card for the library was discussed by the Trustees.

A audit in March 2010 will occur for the Library.

Discussions on reconciliations occurred.

A motion by Gregory Spero and seconded by Wendy Doughty to accept the report was unanimously approved.

V. Library Director's Report

- Circulation increased for the month of January 2010 by 1.35% over 2009.
- Diane Heer provided a wonderful update for the Trustees regarding the Big Read event from the National Endowment for the Arts. This program is on Monday March 1, 2010. It begins with music at 5:30pm then a Pot luck dinner at 6:00pm and more music at 7:00pm. It is for the start of the Big Read event "To Kill A Mockingbird." The room for the Big Read can hold 35-40 patrons. The sign up form is at the front desk in the library. The Trustees all thanked the director Diane Heer for her efforts in making the Big Read available to the Library patrons.

Diane Heer provided an update regarding the increased usage of the meeting rooms in the Kimball Library. Diane stated that several organizations are using the meetings rooms on a more regular basis and it seems the meeting rooms are really benefiting the patrons having access to them.

Motion by Kay Galloway and Julie Hammond to accept the library report was approved unanimously.

VI. Old Business

- A motion first by Alan Phair and seconded by Gregory Spero to accept a large Kindle as a donation from the Lions club was approved.
A motion by Alan Phair and seconded by Gregory Spero was approved to accept a Chair on behalf of Joe Derosa. A motion to accept a fourth Kindle from a donation by Nancy Hofmann was approved by a motion from Alan Phair and seconded by Gregory Spero.

VII. New Business

A motion was made first by Alan Phair and seconded by Julie Hammond was unanimously approved to fund \$135.00 for a program split with the Friends of the Library.

A motion to post the regular meeting minutes at three separate locations was unanimously approved. The draft minutes will continue to be posted at two locations Town Hall and the Kimball Library. The final meeting minutes will be posted at Town Hall, Kimball Library, and now also on line at the Kimball Library web page.

The next Trustee meeting will be held on March 17, 2010 at 6:30pm.

Respectfully submitted by
Gregory Spero
Secretary