

**Kimball Library**  
**Board of Trustees Meeting**  
**March 17, 2010**

**I. Call to order**

Chair Kay Galloway called to order the regular meeting of the Kimball Library Trustees at 6:32pm on February 17, 2010 in the Kimball Library.

**II. Roll call**

**Trustees: Kay Galloway, Alan Phair, Greg Spero, Julie Hammond, Nina Gray**

**Alternates:**

**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 (February 17, 2010) approved by a motion from Alan Phair and seconded by Nina Gray. The minutes were approved.

Chair Kay Galloway suggested to add Library before Director's Report.  
The motion was approved.

**IV. Treasurer's Report**

Julie Hammond provided a full update of each account for the Atkinson Kimball Library. A discussion regarding the library Audit occurred.

A vote to approve the Charge policy to add Trustee and Alternates was approved by a motion by Greg Spero and seconded by Alan Phair.

**V. Library Director's Report**

- A discussion occurred regarding the storage and use of the VHS collection.
- A discussion occurred regarding future library programs.
- A update regarding the facilities was provided.

Motion by Kay Galloway and seconded by Greg Spero to accept the library report was approved.

**VI. Old Business**

- The director discussed the results of a recent Adult Programming Survey.
- Nina Gray, Julie Hammond, Alan Phair, all did a wonderful job researching different types of possible Kimball Library Signs to be displayed at the Library.
- Nina Gray did an outstanding job presenting and answering all types of questions regarding the research of the signs and what path the Trustees need to take to successfully complete the sign process for the Kimball Library.

- A vote occurred regarding the direction of the purchase of a specific sign for the Kimball Library. A first motion by Alan Phair and seconded by Greg Spero was approved to file the appropriate paperwork to apply for ZBA approval to allow an LED sign for the library. There was a lot of discussion and debate regarding the direction of the purchase of a sign.

## **VII. New Business**

Trustee positions were discussed and voted on for the 2010 year. A first motion by Nina Gray and seconded by Greg Spero to vote Alan Phair as Chair and Kay Galloway as Vice Chair occurred and it was approved.

Greg Spero was successfully voted in as Secretary and Julie Hammond was voted in as Treasurer for the 2010 calendar year.

The 2010 NHLTA Meeting discussed and sign up forms were completed.  
Library policies were discussed.

Credit Card Policy was approved. A vote to approve the Credit Card policy was approved by a motion by Alan Phair and seconded by Greg Spero.

It was decided to table the investment policy

A vote occurred with a first motion by Nina Gray and seconded by Alan Phair to nominate Greg Spero as the Joint Loss Management Committee member representing the Trustees.

Greg Spero offered to purchase pizza and drinks for an upcoming Kimball Library program. It was noted that Greg Spero would work with Carolyn Birr to discuss the specifics of the event. Greg Spero would like to also provide lunch for the entire staff for all of their hard work servicing the patrons of the wonderful Atkinson Kimball Library at this program as well. It was very much appreciated.

The next Trustee meeting will be held on April 21, 2010 at 6:30pm.

Respectfully submitted by  
Gregory Spero  
Secretary