

Kimball Library Trustee Meeting Minutes for April 12 2016

Called to order at 5:33. Attendees: Amy, Susan, Robin, Tamara, Paulette, Kelly; No public

Minutes approved

AP Warrants ratified

Director's report

- Historic restoration. Asking the town to make up the costs \$5,225; voted to take the funds out of Lake Sunapee account.
- Interior painting—a bit on hold
- Exterior painting—Isaac Wagner will do the exterior carpentry prior to painting. Bid being built
- Porch masonry—Wondering if we have a breach of contract suit. Amy will get an estimate for the cost to get it right in order to know whether the suit would be worth it. We've already replaced the bannister.
- Walkway into side door. Could be done this summer. Mark Bannon came out to talk with Amy about specs. Talked about material options: pavers, concrete, asphalt, rubber honeycomb for grass to come through
- Basement floor—Jeff Gilman (with Steve Heller sub) suggested cutting out the entire area and repouring new concrete. Discussion over whether to put carpet back down.
- Staff—Amy has two people she likes. Asked for help deciding between them.
- Servers—Amy got the go ahead to purchase 1 new server
- 1 Click Digital is dead, but 150 titles can be moved over if we buy \$500 new titles. Green Mountain Library Consortium no longer will invoice libraries \$250 for using
- Donations: \$2,000 down from this time last year, but we budgeted less than we usually get for the book sale, so we should be fine.
- Odds and Ends—Invite select board to library to get their library cards.
 - Re-vegetation: 1 spring and 1 fall work day to do more planting. Use hydrangeas from the front and move to the back. Replant something near the stairs.
 - Poem town events

Investment report—Signatures were obtained for all the final paperwork for the Wells-Fargo to Vanguard transfer.

Insurance—In May, Ben will take photos for insurance when we're closed. Will be paid for by maintenance line. We'll need a non-employee work agreement and W-9 (Amy will supply Kelly with the forms). Kelly will then email them to the insurer to open discussion of different coverages.

Salary planning (stepped increases) discussion tabled for next meeting. Let's finalize a mission statement next time. Kelly will distribute what Amy sent to her.

Budget report was reviewed

Tamara will put it up on FPF for April 30—try to get volunteers with 2 trucks. 9:00-10:00 AM

Next meeting is May 10, 2016.

Meeting adjourned.