

**Keene Public Library**  
**Board of Trustee Meeting**  
**April 23, 2019**

**Present:** Trustees Nat Stout, William Stroup, Charles Redfern, Kathleen Kennedy Burke, Sally Miller, Judy Putnam, Ken Jue; City Council Liaison Carl Jacobs; Library Director Nancy Vincent.

**MOTION** to accept March minutes by Charles Redfern seconded Ken Jue. Attachment from March 12 finance committee meeting added to minutes. Passed unanimously

**Committee reports:**

**Finance:** The finance committee brought forward several motions.

**MOTION:** To invest \$132,975.46 in Jane Green gift fund to JPMorgan income fund moved by Ken Jue seconded by Sally Miller. Passed unanimously.

**MOTION** to accept Q3 report (see attachment from Finance committee) (including disbursement to outreach budget. Investments paid for new reference desk, new interior painting, and clock restoration) by Ken Jue seconded Charles Redfern, passed unanimously.

**MOTION** to accept gifts in the Q3 report by Judy Putnam seconded Sally Miller passed unanimously.

**MOTION** to bring annual proceeds from endowment to Youth Department outreach fund. See finance report. Moved by Ken Jue seconded Charles Redfern, passed unanimously.

**Buildings and Grounds:** With committee members absent, Nancy Vincent pointed out that the acrylic box and wooden base for the historic light box is being made and volunteers are bringing it to the library. KPL is listed as a partner in a landscaping grant with the city.

**Long Range Planning:** Minutes from KLAAC forthcoming. Tonight we do need memorandum of agreement between the trustees, friends, and city. Context: we had one of these in place before, had to do a quit claim deed for new market tax credits. This allows for room rentals in new spaces to go into a designated fund to support staffing in the new space. We've had a meeting room supervisor; that position is currently on hold. We need a cost center / designated revenue for this position. See print attachment and other document. We're putting this covenant agreement back in place. It won't be called the Heberton Hall fund any more, will need to be called something else. A separate cost center.

**MOTION** to authorize new library campus use memorandum of agreement and authorize board chair to sign when appropriate. Made by Ken Jue seconded Charles Redfern. Discussion: After ownership of the new parts of the complex reverts to the City in seven years that this new cost-center would still be in place? Answer: Yes. Passed unanimously.

Also with long range planning, started looking ahead to what we'll be doing in September. Judy Putnam, Jennifer Alexander, Paul Henkel, and Sally Miller are on the long-range planning committee and are looking ahead to working with a facilitator.

Judy Putnam discussed naming of rooms for large donations from capital campaign. This list will go to the city council to inform them of the choices.

**MOTION** to send list to the city council made by Judy Putnam seconded Sally Miller, passed unanimously.

**Policy:** The policy committee distributed an attachment to update our meeting use policies for the new spaces. President Stout pointed out that we could need to have these in place to make reservations for use of the new space. The committee has been given a directive by the Trustees to revisit this policy in two months. If these changes are approved we could come back with any issues.

**MOTION** to adopt the new meeting room policies in the attachment as a replacement to current meeting room policies in our current bylaws. Moved by Charles Redfern and seconded by Nat Stout, passed unanimously.

**Friends of the KPL:** Met on April 10. Allen Mendelsohn is working with Allen Stroshine, who organizes DeMar marathon, getting into the investment side of things. Friends vacated county hall into the new space for books and boxes. Lots of work, getting into the new space in a good way. Their annual meeting is May 8

**Horatio Colony Museum:** Look for posting about Vernal Pool walk and Haiku Hike at [horatiocolony.org](http://horatiocolony.org)

**Director's Report:** Nancy pointing out that staff transitions are challenging as we anticipate needs in new spaces. Peggy Thornton left and we're making circulation and technical services positions. We appreciate staff participation in visioning process. We'll have to think about the maker space, the teen space. Our remarkable staff has put on a bright face during times of disruption and real tiredness. The trustees express our appreciation to the staff for hard work and flexibility during construction.

**New Business:** William Stroup updated the trustees on the progress of the Library Director search committee. Our advertisement is posted with a May 27<sup>th</sup> deadline and meetings for the search committee have been scheduled.

Also new business: question about an unaccompanied child who had been here all day; no food. Library is part of the MUCH program: school family issues during breaks. Questions about issues of childhood hunger. Looking for clarity as to summer programs and the library's role. Reminder that the "Magical History Tour" with the Walldogs murals is June 21-23, really culminating on Saturday the 22<sup>nd</sup>. Reminder to all that the Library rededication ceremonies are on Sunday June 23<sup>rd</sup>.

**Motion** to adjourn by Ken Jue seconded Judy Putnam, passed unanimously.

Meeting adjourned at 6.40pm.

Submitted by William Stroup, Secretary