

**KEENE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**MAY 26, 2020 5:00 PM**

The meeting was held via ZOOM Video Conference

The meeting was called to order at 5:02.

Roll call attendance was taken. Present: Jennifer Alexander, Paul Henkel, Ken Jue, Kathleen Packard, Judy Putnam, Bill Stroup, Kathleen Kennedy Burke, Jane Pitts, George Scott, Carl Jacobs, Charles Prigge and Library Director Marti Fiske.

Not present: Sally Miller

Ken proposed a motion to accept the January meeting minutes – seconded by Carl. A roll call vote to approve was held: accepting were: Jennifer, Paul, Ken, Kathleen P, Judy, Bill, Kathleen KB, Jane, George, Carl and Chuck.

Jane proposed a motion to accept the March meeting minutes – this was seconded by Ken. By roll call vote, the following voted to accept: Jennifer, Paul, Ken, Kathleen P, Judy, Bill, Kathleen KB, Jane, George, Carl and Chuck.

**FINANCE COMMITTEE:**

Ken reported that Marti had done a great job presenting the Library budget to the city council the week before. The city is seeking to present a level funded budget so that taxes will not go up, but the County and School budgets have already been presented and are NOT level funded – many felt that it is unfair for city budget to have to be decreased to accomplish that goal. Hearings will continue and board members are encouraged to attend (virtually) and support the library as needed. Library portion does ask for one new position to accommodate expanded space events but is generally quite conservative.

Judy presented the 3d Quarter Treasurer’s Report which Bill made a motion, seconded by Paul, to approve. Voting by roll call, the following approved: Jennifer, Paul, Ken, Sally, Kathleen P, Judy, Bill, Kathleen KB, Jane, George, Carl and Chuck.

**BUILDING & GROUNDS:**

Paul reported that the AC was being balanced and that the lighting for Heberton Hall was in a holding pattern during the shutdown. He was told workers can now access the building and that this might be a good time to talk with the KSC contact as school year over.

**COMMUNITY OUTREACH:** No report

**LONG RANGE PLANNING:** No report

**FINE ARTS:** No report

**POLICY:** Policy will be meeting by electronically soon. Marti will help set up. Much work to do with phased reopening and other Covid related issues. Any additional board members interested in helping are encouraged to join. Generally, meet on Tuesdays.

**FRIENDS OF THE KEENE PUBLIC LIBRARY:** Kathleen KB reported that the Friends had held their annual meeting electronically on May 12, 2020. Celebrating their 37<sup>th</sup> year, they continue to the core collection eBooks, emagazines, AV materials, digital learning tools and programming resources as well as maintaining the ever popular aquarium in the Youth Dept. Purchases for the library included walkie talkies, additional door counters for the new entrances and microphones for the auditorium. They support the mobile hot spot for outreach programming, library PR and the museum passes. Support also goes to youth and adult programming. The Booksale raised 13k this year and although book sorting for the canceled spring event was underway, the future of the fall sale remains uncertain at this time. If held, the date will be Oct 16-18, 2020. The volunteer appreciation event, postponed from the winter holidays in December, was also unable to be held in May/June. The annual “Mr. Gemmell’s Reading with Ribby” program was in the preparatory stages. They recalled the library dedication event of last June, thanked Julie Dickson for her help with the campaign donation tracking. Donations through the Friends were 10k+ from 95 members. In addition to many other thanks, a special paragraph was acknowledging Director Fiske who has faced every challenge this year with hard work and a smile and continues to make things happen at the Library with her limited staff.

**HORATIO COLONY MUSEUM:** No report

**CHESHIRE COUNTY LITERACY COALITION:** Working with Nancy on 990 – no official report

**DIRECTOR’S REPORT:** Marti has been working with the city on Guidelines for re-opening in phases. Unemployment benefits will “sunset” for some employees by July 31<sup>st</sup>. BY July 4<sup>th</sup> there will be some call backs. Of the overview outlining the phases, she indicated that they were now at Stage 3A. Looking ahead, public computers likely to be limited to 4 downstairs and 2 in Youth Dept. Most furniture will be removed and other seating areas closed off. Perhaps 1 seat per table. Areas of the library will be zoned for capacity and time spent in house by patrons will be limited. Approximately 10k items had been checked out of the library before closing and curbside ended. All of those materials were due back June 1. Access to the Acorn channel was used by 51 patrons (for a 7 day period). Susan H was celebrating her 25<sup>th</sup> year at the library. The Ass’t Dir position had two good candidates for a while, but during the stall in ability to interview/hire, one has dropped out. Some COVID expenses the Library has incurred might be covered by the CARES Act. The ability to loan out hot spots for patrons without internet is being looked into.

**OLD BUSINESS:** The seed library was very popular this year! Additional seed orders have gone in.

**NEW BUSINESS:** To meet as a committee, contact Marti who will provide technical assistance/code.

A roll call vote was taken to pass the motion to adjourn raised by Ken and seconded by Bill. Voting in favor were: Jennifer, Paul, Ken, Kathleen P, Judy, Bill, Kathleen KB, Jane, George, Carl and Chuck.

Meeting adjourned at 6:28.

Respectfully Submitted, Kathleen Kennedy Burke, Sec’y