

Friends of the Keene Public Library Executive Board Meeting – December 14, 2016

The meeting was called to order at 7:10 p.m.

Present: Jane Pitts, Jill Cielinski, Marilyn Gemmell, Paul Ledell, Nancy Vincent, David Meader, Pam Knight, Mike Chelstowski, Sally Rinehart, Jean Kostick

President's Remarks: (Jane)

- Sorting Catch-Up Day scheduled for Thursday, 9 a.m. to noon.
- On Thursday evening, there is a City Council meeting at 7 p.m. This is the final step to pass a motion, which would authorize the City Manager to negotiate and execute a development agreement with MEDC.
- Volunteer holiday luncheon was postponed until December 19, Monday.

Secretary's Report: (Jean)

Pam made a motion to accept October 2016 minutes. Paul seconded. All approved.

Treasurer's Report: (Marilyn)

(Report attached)

Marilyn filled in numbers for some of December's bills that have already been paid. We haven't gotten a bill yet for landscaping (\$750 budgeted).

Paul made a motion to accept the Treasurer's Report as prepared by Marilyn. Jill seconded. All approved.

Presentation: Library's proposed use for 2017 budget funds

(Nancy made presentation for Gail, who was unable to attend the meeting)

Some items of note that the library intends to use the money to purchase are:

- Computer tablet
- 2-year extension for computers (AWE computer with maintenance and upgrades)
- Standing desk (adjustable heights)
- Door counter, which will allow us to get a good accounting of how many people go in/out of the library. We'll have a baseline to compare number of visitors when renovation is done.

The Board approved Library's proposed use for 2017 budget funds as prepared by Gail.

Museum Pass Report and Newsletter (Pam)

The Friends purchased passes for two additional museums, Isabelle Stewart Gardner Museum and Manchester Historic Association. Passes for The Fells Historic Estate & Gardens run from April to April. Nothing much happens there in the winter, so we will wait until spring to purchase those passes. Prices for the Montshire Museum have increased, with no discount for the Library. The public uses these passes regularly, so we will keep an eye on prices/usage and reassess in the future.

The next newsletter will include Sally's interview of Jay Fee, the new youth librarian; Michael's autobiographical essay; an "update" section which will include blurbs about the volunteer luncheon, book sale profits and next sale dates; Campaign update from Jane; summary of Library programs and equipment funded by contributions from the Friends.

Director's Report/Trustee's Report (Nancy)

Jane, representing the Friends, and Kathleen Packard, on behalf of the Trustees, made a very good presentation to FOP. Jack Dugan explained the new market tax credit process. There was a unanimous vote of support for the motion to council. Next step will be tomorrow night (Thursday); we need approval to authorize the City Manager to execute/negotiate agreement with MEDC. If all goes as expected, construction should begin on renovation project in April.

KLAAC (Jane)

Architect Jeff Hoover gave a report on construction documents he is preparing for the City now. Meetings regarding furnishings, space, eco concerns, etc., will begin in January. According to Jeff Hoover, the goal for construction time is approximately 15 months.

Capital Campaign Update (Jane)

The Campaign has hit the \$4 million mark (approximately \$4,027,000), about 80.5% of goal. To date, there are about 265 donors; of these, about one quarter are members of the Friends (64). In the quiet phase, about \$2.7 million was raised, with over \$1.2 million additional raised since the campaign went public in September.

The Marketing Committee is looking to do a newspaper spread in the New Year. Pam heard Friends' radio ad on NHPR.

Book Sale Committee (Jill)

The Book Sale Committee put together gift boxes to give out at the luncheon. We have formalized regularly scheduled monthly sorting dates. We have a new member of the committee, Kathleen Chertok, who is a frequent sorter. Newer committee member Karen Wolk also attended the last meeting.

Other Business

While looking at the construction schedule, it appears we may be able to have our April book sale, but then we may not be able to store books for the next fall sale (and possibly the following spring sale as well). Book Sale Committee is starting to consider our options. We could choose not to accept book donations for 15 months, but then we are in danger of losing donations, sorters, etc., for future sales. Other options to be explored by this Board at our next meeting.

Heberton Hall will not be available for the Annual Author Event in the spring. Nancy suggested having it at the Historical Society as we did once before. May need to rethink the event, downsize it or do something that costs less. It might make sense to skip a year. Jane suggested doing something different as a placeholder, maybe an appreciation event with a local author. This discussion to be continued.

David Meader will have a big commitment in Concord as a NH State representative so his commitment to help at sorting days may be limited, but he should be able to attend meetings in the evening.

Spring Book Sale dates: April 7, 8, and 9, 2017

Upcoming meeting date: January 11, 2017

Meeting adjourned at 8:30 p.m.