

Keene Public Library Board of Trustees

October 24, 2017, 5pm

Trustees Room KPL

Present: Trustees Nat Stout, Judy Putnam, Charles Redfern, Kathleen Packard, Bill Stroup, Paul Henkel, Sally Miller, George Scott, Kathleen Kennedy Burke, Ken Jue, Assistant Library Director Tammy Parrott, Library Director Nancy Vincent, several guests from Keene State journalism class.

Called to order at 5pm by Nat Stout

Minutes from September:

Motion to accept as presented by Judy Putnam seconded Sally Miller passed unanimously

Committee reports:

Treasurer Report: Trustee-held trust funds. Quarterly report presented.

Motion to accept by Judy Putnam, seconded Kathleen Packard, passed unanimously.

Finance: Kenneth Jue noted that the committee will meet on a different schedule during winter holiday months. Appraisal of Heberton Hall and came in higher than estimated. Call from Bob Elliott at MEDC with this news. Any additional amounts from New Market Tax Credits could go to renovations.

Buildings and Grounds did not meet since September

Community Outreach: Nancy Vincent reported that KPL took a booth to the Monadnock Pumpkin Festival. Colleen Swider, youth librarian, has been going to Jonathan Daniels preschool. Family place library. Sending librarians to get trained as a “family place” library. Active rather than a passive environment.

Long Range Planning: Sally Miller reported that the committee had a productive month. 15 lawyers involved in the closing of the funding structure. City council has been helpful and we appreciate the support of City Attorney Tom Mullins.

Project review committee has met. Schedule is moving forward: 18th of October 2018; predicated on a certain start date. Mid-June of 2018 to have the link complete. For the help of our students, pointed out that we’ve had a successful fund drive, and that we are using New Market Tax Credits. Friends of the KPL raised \$1000 in affordable art sale; matched by donor gift. 99% of fund raising drive. We have \$3 million in the bank. By the end of 2019 we will have almost all of the gifts. Signs: working with the architects to design two signs. Under construction: future library annex to be completed in 2018.

Fine Arts did not meet this month.

Policy committee did not meet this month.

Friends of the KPL: met during the week of the fall book sale. Kathleen Kennedy Burke reported that the sale raised over \$12,000. Very successful and well-received book sale. There will not be a sale in

spring, and there are certain contingencies for donations. New asst director; capital campaign; welcoming for new “family place” woman. Possible donation to “window” fund with the county

HCM: hikes on interpreting natural history.

Literacy: no meeting

Director’s Report: upgrade to the Keene-Link system. Will cost \$25,000 over five years. Keene State College wants to renegotiate the software contract and share of maintenance fund. Celia has approval to negotiate a new contract with the software provider, Sierra to replace Millennium. There will be new functionality. Reception for Med Kopczinski. Cheshire TV contract with lease for Kay Fox Room until new space is available. Lease terms include discretion for times when they need to be in the Kay Fox Room basement. Re-keying the entryway. Cleaning out her office. As soon as this starts Nancy’s door is gone. Volunteer luncheon will look different because it will not be in Heberton Hall. Looking at a possible Sunday afternoon at 1. Think it might be nice to find a better way to honor staff and volunteers.

Introduced Tammy Parrot as new Assistant Director of the Library.

Old Business: Letter from President Stout for the new city manager. Question about salvage items and auction items. City gave permission to the trustees for any items involving special handling.

Next meeting November 28th.

December Meeting moved to Dec 19th at 5pm at the Horatio Colony House Museum.

United Way Day of Caring on Friday. Coming to friends area to clean it out and help to get that ready. National day of volunteer teams. Committee list will be finalized.

New business: none

Motion to adjourn by seconded meeting adjourned at 6pm.

Submitted by secretary William Stroup