

**Keene Public Library
Board of Trustees
Meeting for February 27, 2018**

Present: Trustees Sally Miller, Nat Stout, Ken Jue, Paul Henkel, George Scott, Kathleen Packard, Don Wilmeth, William Stroup, Library Director Nancy Vincent, City Council Liaison Carl Jacobs

Brought to order at 5pm by Board President Nat Stout

Minutes from January meeting:

Motion to approve by Ken Jue, seconded Sally Miller, and passed unanimously.

Subcommittee reports:

Finance: This committee has not met yet. The City budget is going forward, with the Library's submission shared by Nancy. Each City Department was asked to submit a level funded budget with the exception of the increases in personnel lines due to cost of living adjustments, step increases, changes in health insurance and retirement costs.

Council gets budgets May 1st. CIPs under consideration now. Nancy's version submitted:

May 8th Special FOP with Community Services portfolio.

[NOTE: New date for special FOP is May 14, 5:30pm]

May 17th 7pm regular council meeting; public hearing on budget,

May 24th 6.30 regular FOP committee;

June 7th 7pm for full council vote.

Bldg and Grounds: Paul Henkel reports an informal meeting of this committee on Feb 5th with potential vendor for Hearing Loop and AV services. Considering proposals for audio and visual in the former Temple Room. Question about weather-related injuries, of which none were known. Library Director noted monitoring of particulates from construction project.

Community Outreach: No report.

Long Range Planning: Sally pointed out highlights of KLAAC minutes. The renovation trust is on line for donations and pledges.

Need to be thinking about the dedication ceremony. Whenever the project is finished we'll take a little time, then we'll dedicate it in January of 2019. Dedication committee's work is going forward. Sally reminded us all too please be kind to staff, to patrons, to city employees, construction contractors, and ourselves.

Fine Arts: no report. Question was raised about the status of the "Men of Monadnock" murals currently in the Bank of America lobby. We had been asked to consider if they might fit in the library or Annex. Having them in the library would be an opportunity for them to be on view to the entire community.

Policy committee: Kathleen Packard reports that policy met and is continuing to review the manual looking for changes needed once the renovation is complete. The committee presented two motions that regard current needs:

Motion 1: An addition of a “use of the youth department” policy.

Concept: department has had long discussions about who can be in the youth department, or not.

Motion by Kathleen that a new 5.000 and 5.001 be adopted (See attached). Motion by Kathleen Packard seconded Kenneth Jue, passed unanimously.

Motion 2: Adding “fine” to policy 6.000 Art Exhibit Policy title, adding “fine” to the existing Art Display Release Form title, adding "approved spaces" to replace "meeting room", and striking section B. Motion by Bill Stroup, seconded Kenneth Jue, passed unanimously.

Friends of the KPL: no report

Horatio Colony Museum: no report

Director’s report: School vacation weeks mean that ongoing programming is happening all the time. Update to Keene-Link and KSC committee. Recommendation to City Council is that the City renegotiate the Keene-Link agreement originally developed in 1991 between the City and Keene State College. The original agreement stipulates that the City pay 1/3 and KSC pay 2/3 of yearly software maintenance charges. Original distribution was based on number of desktop computer terminals in each library, which is no longer an eligible measurement. The upgraded system offers the same features and functionality to both and the request is for each to pay 1/2 the costs.

Old business: none

New business: none.

Motion to adjourn and move into executive session by George Scott Seconded Sally Miller at 6.20pm.

Move to executive session.