

Keene Public Library

Board of Trustees

May 22, 2018

Present: Trustees Nat Stout, Don Wilmeth, Judy Putnam, Paul Henkel, William Stroup, Charles Redfern, Sally Miller, Katherine Kennedy Burke; Assistant Library Director Tammy Parrott; Library Director Nancy Vincent.

President Stout brought the meeting to order at 5.02 pm.

Minutes from the April meeting approved on a motion by Judy Putnam Seconded Charles Redfern passed unanimously.

The meeting started with a presentation by Tammy Parrott on a plan for updating the library's volunteer program. Emphasis on clarity between volunteer and staff tasks, but also the usefulness of "greeting and wayfinder" volunteers in the renovated and expanded building. Discussion included questions about review by human resources, about availability of community service hours, scouts and students. Emphasis on a "Library 101" orientation in this process, which should be ready to go soon.

Committee reports:

Finance: Annual trustee budget presented by Judy (see attached):

Budget as presented Includes \$10,000 earmarked for grand opening event.

Motion to accept Fiscal 2018-19 Trustee Budget as presented by the Finance committee made by Charles Redfern Seconded Don Wilmeth and passed unanimously.

City budget in final stage of review: Goes to FOP for recommendations and then to City Council June 7 for adoption.

City staff put out a "citizen's budget guide" covering basics and shows the city/county/school/state. The city health insurance provider will change to Anthem.

Buildings and Grounds: The AV equipment for the Temple and Heberton Hall has been selected. Projectors in each room and good audio systems. Hearing assistance in both public rooms. FM system looped with hearing aids. Future cameras will be mounted so that if one of the rooms has an overflow crowd, there will be the option broadcasting the meeting to the other room.

Community Outreach: Jennifer Alexander not able to be here. Keene Immigrant and Refugee partnership committee put on an event here last Friday. 80 people came. Food, readings, socializing. scavenger hunt. Youth department did a language-neutral scavenger hunt for the children. The library jointly sponsored the event. Thanks to Youth Librarian, Amy Kraemer for all they did to support the event.

Long Range Planning: Construction update:--Med reports all is going well, timeline behind nine days right now, but expect to make up in the future. The money from pledges continues to come in. Time capsule planning still ongoing. Mayor excited about library opening. Charles pointing out that he saw Larry Benaquist and he would like to be part of the time capsule committee. KLAAC has worked hard,

offered to give committee the summer off, but they don't want that. Watch for emails about possible tours of the project in process.

Fine Arts: No report.

Policy: Did meet. No motion yet.

Friends: Annual Meeting May 9th. Jen English greeted, coordinated Reading With Ribby program. Marilyn Gemmel reported that annual return held up based on difference in value between date of contribution and date of sale. Good problem to have &c. Annual appeal in the next few weeks. Book sale in full collection mode again. Annual report will be shared at our annual meeting in August. Relation of Library to Friends also issue at statewide meeting: sharing

HCM: Key events at house museum this summer connected to "Two Sides of the Coin" series about Colonists and Native Americans. See www.horatiocolony.org for calendar details.

Literacy: No report

Director's Report: Nancy will be away from June 15 to 25. Will be back on the June 26 meeting. Tammy is in charge while she's gone. Gail has another award. KPL is one of ten libraries to get the Infinity Makers award. Summer reading June 15: Library's Rock.

Old Business: May 22 is our meeting. Trustees Judy, Nat, and Katherine, went to an annual conference about the future of libraries. Libraries have always accommodated change. Judy went to a good strategic planning session. If city accepts contribution beyond a certain level the public has to be involved.

New Business: none

Motion to adjourn: Judy second don adjourned 6.30pm

Submitted by William Stroup

Note: Secretary Stroup will be away for the June meeting and needs someone to take minutes.