

**Keene Public Library**  
**Board of Trustees Meeting**  
**June 25, 2019**

**Present:** Director Nancy Vincent, City Councilman Carl Jacobs, Judy Putnam, Paul Henkel, Charles Redfern, Sally Miller, Katherine Kennedy Burke, Nat Stout, Jennifer Alexander, Kathleen Packard

Called to order at 4:59pm.

**Motion to amend May Minutes:** to strike the phrase “donors” from language in Finance report. Language should read, “Budgeted as well as we could, had not included money set aside for the project plague listing councilors, trustees, friends...” by Paul Henkle seconded by Kathleen Kennedy Burke passed unanimously.

**Motion** to approve May minutes as edited by Judy Putnam seconded Charles Redfern passed unanimously.

**Committee Reports:**

**Finance:** No report.

**Buildings and Grounds:** KPL is partnering with the CCCD, Antioch and CAT to create a new project “Monadnock Grows Together.”. The organization was given a USDA grant which will be used to establish a seed library and will provide garden tools for community members to borrow. The group helped KPL to create the new rain garden in front of the annex. They are looking for garden opportunities which will be brought back to committee. Additionally: new bike racks have been installed; a few “quirks” were discovered with some of the audio/visual equipment and it was suggested that the vendors not be paid in full until the problems are fixed; Paul Henkle will send thank you notes to appropriate people; and Charles Redfern will send thank you notes for the “Time Capsule” project.

**Community Outreach:** No report.

**Long Range Planning:** Thank you to all as the project wraps up. Nat Stout to recognize Sally Miller and Nancy Vincent for their many contributions to the project. Dedication ceremony was a success! 500-600 people attended and there were a good variety of events at the dedication. Steve Hooper took approximately 270 pictures and Charles Redfern will ask for copies. A copy of the Sentinel article and photographs of the ceremony will be added to the time capsule, as well as photos of murals from the Wall Dog mural project. Items for the time capsule will be collected until August 16, 2019. KLAAC will not be meeting until September when they will do a “wrap-up.”

**Fine Arts:** No report

**Policy:** A recommendation was made to approve the Makerspace policy once Tom Mullins has reviewed and provided feedback. The approval is needed for the public to use the new Makers Space. Without the policy KPL staff can only demonstrate how to use equipment.

**Motion** made by Paul Henkle to empower the committee to work with Tom Mullins to finalize and implement the policy. Judy Putnam seconded. Passed unanimously.

**Friends:** No report.

**Horatio Colony Museum:** No report.

**County Literacy:** No report.

**Director's Report:** Nancy Vincent would like to thank everyone for all of their hard work and commitment to the project. The new space is open and running. Staff are working out the "kinks" as the space is increasingly used. Employee Sheila Williams will be resigning from her full-time position but will continue to work at KPL in a part time capacity. A proposal was sent to position control to restructure her position so her duties may be reassigned to current staff and a new position will be created to address library needs.

**Old Business:** None.

**New Business:** Charles Redfern started a new discussion. He wondered if like the City Council, the Trustees might want to have an Alternate Trustee to be enlisted when there is not a quorum. The Alternate would attend meetings but would be not vote unless there was not a quorum. Charles Redfern would be willing to volunteer in this capacity as he is leaving the board this upcoming year. Carl Jacobs mentioned that many boards do have alternates but historically, the Trustees have not had an alternate.

**Motion:** Sally Miller requested that we table the discussion and to revisit it at the September meeting. Kathleen Kennedy Burke seconded. Passed unanimously.

**6:12 PM**

**Motion:** Paul Henkel requested to go into a non-public session. Judy Putnam seconded. Roll Call vote: Sally Miller, Charles Redfern, Paul Henkel, Jennifer Alexander, Kathleen Kennedy Burke, Judy Putnam, and Kathleen Packard. Approved.

**Motion** to adjourn by Paul Henkel seconded by Judy Putnam, passed unanimously. Adjourned at 7:06.

Submitted by Jennifer Alexander for  
William Stroup, Secretary