

Keene Public Library
Board of Trustees Meeting
August 27, 2019

The trustees met following their annual meeting on Tuesday, August 27th, 2019.

Present: Marti Fiske, Nancy Vincent, Paul Henkel, Judy Putnam, Nat Stout, Carl Jacobs, Kathleen Packard, Bill Stroup, Ken Jue, Sally Miller, Chuck Redfern, Jennifer Alexander and Kathleen Kennedy Burke.

Incoming president Jennifer Alexander convened the meeting at 6:07.

Motion: Ken moved to approve the June minutes (seconded by Judy) - passed unanimously.

New business: Jennifer read a letter to Nancy Vincent on behalf of the trustees and presented her with flowers.

Incoming Director Marti Fiske was welcomed and was also presented with flowers.

Motion: Judy moved (seconded by Ken) to change the name of the Trustees Room to the Nancy Vincent Room. Passed unanimously.

Don Wilmeth's letter to the mayor resigning from the board due to health concerns was read.

Motion: to accept Don Wilmeth's resignation. Moved by Nat, seconded by Ken. Passed unanimously.

Finance:

Ken, on behalf of the Finance Committee, made the following five motions:

(all funds to come from an original pool of funds set aside by the Trustees for the renovation project)

Motion: That the board of trustees approve the expenditure of up to \$5,000 for furnishings for the Library Director's Office from appropriate sources identified by the Finance Committee.

Motion: to approve the expenditure of up to \$10,000 for the purchase and replacement of locks where needed to maximize security in the renovated Heberton Hall.

Motion: to approve the expenditure of \$3,000 for the purchase and installation of solar shades in a staff work area on the first floor in the main building and in a reading and computer area on the first floor.

Motion: to approve the expenditure of \$3,200 for two tables, providing one each in the Epps and Booras rooms.

Motion: to accept a donation of \$500 from Elizabeth Shields for the purchase of plants for the new atrium.

Seconded by Judy, motions passed unanimously. There was discussion around the locks issue - was this an oversight of architectural plan design/building specs or more related to how space actually being used post-completion.

Judy circulated account balance (checking and savings) statements and offered a few clarifications - such as how the actual timing of receiving of funds for the Little Maker Grant appears confusing on the balance sheet, but all is in order.

Chuck proposed researching how some other city departments handle intra-building communications (cell phones, walkie-talkies, public address system). School districts? Dept Public Works?

Old business: The updated space policy, driven by the addition/renovation, which was voted on at our June meeting, has been sent out by Kathleen Packard.

Meeting adjourned at 6:50.

* In the interest of time and this being the third of four events planned for the evening, this meeting was somewhat abbreviated and did not have all committees reporting.

Submitted by Kathleen Kennedy Burke, Secretary