

Keene Public Library Board of Trustees Meeting

September 22, 2020

The meeting was called to order by President Alexander at 5:14 pm.

The Statement of Authority for conducting the meeting telephonically was read.

Roll call attendance was taken, present were:

Trustees Jennifer Alexander, Paul Henkel, Ken Jue, Kathleen Packard, Judy Putnam, Bill Stroup, Kathleen Kennedy Burke, Jane Pitts, Carl Jacobs, Chuck Prigge, Chuck Redfern

Library Director Marti Fiske was also in attendance.

Motion The August minutes were reviewed – Judy Putnam moved that they be accepted with Ken Jue seconding. Passed unanimously.

FINANCE: An estimate of \$1600 has been obtained to improve the sound in Heberton Hall.

Of the \$5.1 million pledged during the campaign, all but \$7,000 has been collected. The committee has received \$250 from the Masons towards the framing of the Heberton Hall print/s, with acknowledgment. A portion of the Phil Faulkner bequest - \$1,000 will be used to restore the Faulkner drawings. Our annual reports have been filed with the city and state.

Motion to accept Masons' gift of \$250 was made by Judy, seconded by Paul, and passed unanimously.

BUILDING & GROUNDS & POLICY:

Members from both committees met with Andy Bohannon of the city to discuss the KPL smoking policy, prompted by a complaint from the Cheshire Housing Trust about the de facto smoking area adjacent to their unit which effectively merges with a cluster of outdoor chairs on their property. This led to related issues such as vaping, drugs, alcohol and which will be further covered by Policy Report. Kathleen Packard moved that the KPL have no designated smoking area on the grounds – seconded by Paul and passed unanimously. The fence will be extended several feet and some forsythia planted; the Housing Authority will remind tenants that their smoking area is officially at the other end of the building. Marti will explain to patrons, post notice and do her best to be sure all know they are still welcome at the library.

COMMUNITY OUTREACH:

No report

LONG RANGE PLANNING:

Sally chair? No report.

FINE ARTS:

The committee is working on the Mason print/s of HH as previously referenced above. They are also reviewing the gifts policy which will soon involve Policy Committee as well.

POLICY:

Carl noted that the print and online versions of our policies do not match. The committee plans to tackle the first half of the manual and to thoroughly review – there are new policies to add, best practices to investigate and suggestions such as watermarking to consider. For now, the online version should be the frame of reference. A motion to strike references to a designated smoking area should be struck from current manual was made by Kathleen, seconded by Carl and passed unanimously.

FRIENDS OF THE KEENE PUBLIC LIBRARY:

No report. Reminder that Fall Booksale will not be held due to COVID.

HORATIO COLONY MUSEUM:

While there are currently no indoor tours at the museum, they are continuing to organize outdoor events (with masks and social distancing). Upcoming program on newts and salamanders.

CHESHIRE COUNTY LITERACY COMMITTEE:

Jen would like to see this revived and has met with Nancy Vincent. Issues around academic slide and mental health issues during the pandemic are of particular concern. An expanded committee would be useful in supporting existing programs – target date to restart is January.

DIRECTOR'S REPORT:

Marti reported that there seems to be a mask issue about every ten days or so – not sure if Library a target. A user came in in a full mesh mask, for example. There is concern for morale of staff and support for them. Jennifer plans to write notes with token gifts to staff. The city-wide ordinance regarding masks is online and up to date.

Staff is concerned about the “under housed” as the weather gets colder and has suggested modified hours on Saturdays (10 -1 vs 11-1) due to the number of people waiting for admission Saturday mornings. Two staff members were elevated. Sheila Williams has retired from AV Librarian. Charlie Lewis has moved from Librarian I Reference to Librarian I AV. Katie Montgomery was promoted to Librarian I Reference and the vacancies they left as Aide positions are being advertised.

OLD BUSINESS: None.

NEW BUSINESS: Yves Gakunde is a potential new trustee. He has applied to city.

Has KLAAC been dissolved? Still on website.

Committee assignments were briefly discussed and Jennifer drew up an updated list which will be circulated.

By roll call vote, the public session was closed.

Meeting moved into back to back Executive Sessions at 6:38.

A **subsequent session** was announced for two days later to formally adjourn the original meeting.

The meeting was re-convened Thursday, September 24th at 5:30 pm.

In attendance: Jennifer Alexander, Paul Henkel, Kathleen Packard, Judy Putnam, Bill Stroup, Kathleen Kennedy Burke, Jane Pitts, Carl Jacobs, Chuck Prigge and Chuck Redfern.

A roll call attendance was taken; the NH Public Meeting Statement of Authority was read by President Alexander.

Motion: Jennifer moved that the minutes be sealed from the first executive session which was seconded by Carl and passed unanimously.

Motion: Jennifer likewise moved that the minutes from the second executive session be sealed – this was seconded by Judy and passed unanimously.

The meeting was adjourned at 5:58.