

Keene Public Library
Board of Trustees Meeting
Tuesday December 15, 2020 5:00 PM

The meeting was called to order by President Alexander at 5:05.

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

Roll call attendance was taken, present were: Jennifer Alexander, Paul Henkel, Ken Jue, Kathleen Packard, Judith Putnam, Bill Stroup, Kathleen Kennedy Burke, Jane Pitts, Carl Jacobs, Chuck Prigge, Chuck Redfern and Library Director Marti Fiske. Not present was Yves Gakunde.

The November minutes were amended to read: Ken reported that the group met with financial advisor Alan Stroshine and is poised to invest *90k in cash* once the city loan is paid back – which actually is coming in lower than expected.

Motion to approve minutes as amended made by Chuck, seconded by Ken and passed unanimously.

DIRECTOR'S REPORT: Because Director Fiske had another meeting to attend, her report, which had been sent ahead, was advanced on the agenda. She reported that she is working with the Cheshire County Historical Society and the NH State Library to help organize the digitalization of the Keene Sentinel through at least 1923 at an estimated cost of \$15,000 to be shared as follows: NH State Lib – \$1,500., HSCC – \$7,500., KPL \$5,670.97 from various city held trust funds and just over \$300. from the 20-21 operating budget. Details are being worked out with the parties and city attorney. The records will provide a great boost to genealogical research.

Perhaps of more immediate concern was the request to reduce library services to enhanced curbside level in view of the most recent city emergency management team COVID-19 statistics. Although necessary precautions have been taken, it is felt the number of cases being reported locally are now so high that the measures may not be enough to ensure the safety of visitors or staff. Despite the reduction of in-house library services, an effort to maintain some computer access, photocopying and microform services in the library foyer has been made as well some mobile printing capabilities and video services. Effective Dec 21st, the move to primarily curbside will not involve any furloughs but perhaps will bring a few re-assignments. Paul Henkel made a motion to accept Marti's emergency recommendation for an indefinite period of time to be reviewed monthly at Trustee meetings; it was seconded by Jane Pitts and passed unanimously.

FINANCE: The group met early in December. Ken complimented Judy on her financial summary outlining the three primary funds which began with the Edward Thayer and family bequests and have grown over time through additional bequests. The accounts are: Cash for support of operating expenses; Investment – which is the income supporting the annual budget; and the Restricted recently enlarged by the Jane Green bequest.

The committee is discussing investment options for the cash account with Alan Stroshine of A G Edwards, Allen Mendelsohn's replacement, but has yet to make a final decision. Once the city loan has been paid back, liquidity will be reviewed and an investment plan aiming for future growth will be determined and presented to the board in January.

Sally Miller's recognition event was discussed and any trustee wishing to donate in Sally's honor to the KPL Endowment Fund held at the NH Charitable Foundation is encouraged to do so – the establishment of the fund was largely due to Sally. (Currently the library receives about 5k annually from the NHCF which is put towards community outreach.)

BUILDINGS AND GROUNDS: The bulb project in Sally's honor was discussed and a group has been formed (Kathleen Packard, Marti Fiske and Sally Rinehart of the Friends) to work with Kathleen Kennedy Burke to site and plant them on campus. The noise reduction issue is still with the city attorney. the Keene State individual working on the lighting issue in Heberton should have some time between semesters shortly. Snow and Ice removal was discussed.

LONG RANGE PLANNING, which is now **STRATEGIC PLANNING,** will meet in January and consists of Jenifer, Yves and the two Chucks.

FINE ARTS: Did not meet.

POLICY: Continuing updating process, up to Section 6 going line by line. Found an outdated quit claim deed. The deed reminded the board about the relationship with MEDC involving the renovation and transfer of ownership in approximately 7 years. Apparently currently experiencing some financial challenges, it was suggested that a trustee speak with the either the mayor or the city attorney about the arrangement between the library and MEDC.

FRIENDS OF THE KEENE PUBLIC LIBRARY: Kathleen Kennedy Burke reported that the friends met earlier in December and that they have welcomed a new board member and continue to look for more. The budget has been level funded for the upcoming year and did not have to dip into reserves, despite the loss of two book sales this year. The Friends do not have any alternative book donation ideas other than the recycling bin pile for books at the city landfill. Seeking alternative revenue sources, the Friends are looking into the recent local casino request for charitable applications. A member has volunteered to investigate. Several trustees expressed concern – the necessity for Trustee approval of fundraising in the name of the Library was raised and will be looked into, issues about the morality/implicit approval of an addictive activity and general concerns were flagged and will be reported back to the Friends.

HORATIO COLONY: Director Anita Weldon has retired and a replacement has been found: Sophia Thornblad who is both a KSC and UNH grad, has had several museum internships, and brings a new young perspective to the museum.

CHESHIRE COUNTY LITERACY COALITION: Jennifer hopes to revive this in early 2020 and emphasized the role of supporting existing organizations, not duplicating them. She talked about the concept of culturally responsive teaching as a mindset. More to follow.

Checks for the arrangements (flowers, meal, wine, bulbs) Kathleen KB made for Sally's celebration can be sent to her at 56 Chapman Road (12/ea.).

The meeting was adjourned at 6:27 pm.

Respectfully Submitted, Kathleen Kennedy Burke