

NOVEMBER, 2022 – DRAFT MINUTES KEENE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING November at 5pm – Miller Vincent Room

Present: Kathleen Kennedy Burke, Judy Putnam, Chuck Redfern, Pam Russell Slack, Bill Stroup, Asst LD Susan Bloom, Councilor Bobby Williams, Yves Gakunde, Ritu Badakuti, Jen Alexander, LD Marti Fiske, Justin Somma and Jane Pitts. Paul Henkel participated remotely via Zoom.

Meeting called to order at 5pm.

The first order of business was to authorize Paul's remote participation. Moved by Bill and seconded by Chuck, passed unanimously by roll call vote.

Judy reminded us that this was a public hearing to consider the gift offer by the Haley family of 10k to be used for furniture (moveable chairs and tables for the meeting rooms) in memory of the late Pat Haley, local reporter and author. Judy moved that we accept the funds, Chuck seconded and passed unanimously.

Public hearing closed.

Motion to approved the Sept minutes was made by Yves, seconded by Judy and also passed unanimously.

FINANCE: Judy detailed and moved that three gifts be accepted: \$50 from Leslie Thomas (not to be used for staff or food) ; a 1k grant from the University of Maryland for impact library programs and \$250 from the Park St Foundation for play based materials. Chuck seconded and motion passed unanimously.

There were three gifts made to the NH Charitable Foundation KPL Fund in memory of Ken Jue by Judy, Jane and Paul. There will be a portfolio review with Alan Stroshine at the Dec 6<sup>th</sup> meeting of Fin Comm – any interested board members invited to attend.

BUILDINGS AND GROUNDS: No meeting held. The New crabapple tree has been planted out front.

COMMUNITY OUTREACH: No meeting – glitch in public posting.

LONG RANGE PLANNING: Underway – looking to expand committee and enlist additional helpers. Looking into interviewing and hiring consultant/facilitator within budget of \$5,700 and launch community conversations by March.

FINE ARTS: Met in November. Guests Jess Gelter and colleague Nina from ARTS ALIVE took a tour and explored ways we could work together. Marti and Gail joined us as well. Discussed proposed gift of handmade quilt from the UCC.....which was made in honor of the LGBTQ community and used as a fund raiser for Keene Pride Festival – winner of the raffle donated back to church who would like to see it displayed at the KPL. Kathleen moved that we accept the quilt with the understanding that we can only commit to displaying it for a period of one year, at which point its future will be reviewed. Judy seconded, passed unanimously.

POLICY: The committee has been very busy this summer and fall and now has 5 policies for us to approve, including: Use of Library Space, Revocable License and Indemnification Agreement with Alcohol, KPL Event Space Information Sheet, Keene Public Library Space Fee Schedule, and Non-

Monetary Gift Policy. Discussed and moved for adoption, individually and followed by roll call votes, passed unanimously.

Bill and the city manager discussed policy surrounding non-monetary gifts with a value in excess of 5k..apparently there have been some RSA changes of possible relevance here – talks with the city around process, protocol (an MOU, possibly?) will continue. The city would also like to be advised of monetary gifts to the library over 5k.

FKPL: Booksale grossed over 14k.

HORATIO COLONY: Not available on our new meeting date of 12/20. Alternatively, Bill has invited us back to his house after the meeting.

DIRECTOR'S REPORT: Marti updated us on the locker problem, which continues and has now presented a new challenge in the colder weather – devices frozen shut with hoar frost/ice. Trail of accountability being traced (purchased through an ARPA grant through State).

The smoke machine used in Cohen Hall recently for a contracted event produced a sticky layer of film on carpet and has fast forwarded the need for cleaning. Marti proposes taking funds from the Heberton Cost Center on an annual or biennial schedule to clean them. Since the opening of the space, with the pandemic effectively closing down regular use of the space, a carpet maintenance schedule had yet to be established. Of note: Marti was opposed to the use of this machine but it was approved by the Fire Marshall.

Although there was a damage waiver in the room rental agreement, and a cleaning fee charged, additional funds were not sought at the time although the problem was not immediately clear.

Bill moved the motion to authorize funds for carpet cleaning (through a bidding process) from the Heberton Fund – seconded by Jen, passed with one dissension. This must also be approved by the Friends and the City Manager.

Chuck moved to go back to organization renting the space to try to collect additional funds – it was not seconded.

There being no additional new business, meeting adjourned at 6:50.

Respectfully Submitted.

Kathleen Kennedy Burke, Board Sec'y