

The following minutes were reviewed by the Library Board of Trustees on April 23, 2024, during a non-public session in accordance with RSA 91-A:3, IV regarding the review of non-public minutes. The minutes were unsealed after a unanimous roll-call vote of the board.

March 28, 2020

DRAFT MINUTES FOR NON-PUBLIC SESSION of EMERGENCY MEETING OF THE KEENE PUBLIC LIBRARY BOARD, MARCH 28th, 5:16 PM

Telephonically present: Jennifer Alexander, Paul Henkel, Sally Miller, Jane Pitts, Judy Putnam, Bill Stroup, Chuck Prigge, Ken Jue, Carl Jacobs, George Scott, Kathleen Packard, Kathleen Kennedy Burke and Library Director Marti Fiske.

Each trustee, in a roll call vote format, acknowledged that he/she was alone with no one else within hearing distance.

Jennifer announced that the Board will go into a non-public session under RSA 91-A.

Jennifer made a motion to go into non-public session under RSA 91-A:3, II (a) to discuss a personnel matter. It was seconded by Paul.

Jennifer read this statement: We are here to discuss important matters which have been raised due to the unprecedented and devastating crisis the novel-Coronavirus has created. At this time, it is a shared belief that as a society and a Board, we should be looking to government and healthcare experts for guidance and should adhere to their recommendations when it comes to the health and safety of all. We are fortunate to share responsibility for the oversight of the library with the City of Keene. The City of Keene and its Emergency Management Team are two partners whose expertise we as a Board should invite. Marti has been working closely with the City and the EM team throughout the crisis and will continue to. This all said, I believe we should adhere to the City of Keene and Marti's recommendations on how to proceed now and throughout the crisis. I will be voting in favor of the action we are called to vote on this evening.

Marti gave us a report of the last few weeks at the library: she thanked the board and appreciates the support. 3 weeks ago, they started to lose some circulation staff due to health concerns, either for themselves or at risk family members. Most have no accrued sick time. Some staff volunteered to give hours to fellow staff, but not everyone was in that position. Some staff asked for special assignments, concern about employees from other states being in compliance with their state mandates. There was not enough work for everyone who needed to be re-directed to do. Hard to accommodate employees working from home without wifi or computers. The Rec center has started to furlough staff. It is Marti's understanding that furloughed staff will be able to file for unemployment and be eligible for up to 80% of their wages, that they will have a job to return to without a need to re-apply. All qualified staff will be offered furlough or changed duty.

Monies that would have been wages, will be returned to the city while extra monies not spent on programming, for example, will be put into online services and software with value beyond the temporary crisis. All workers should be receiving the 1200 government stimulus/pay out, with just a few ineligible due to income restrictions. The work from home and limited occupancy of the library plan would allow for a minimum of 2-3 people, maximum of 6, in the building at once – to work, answer the phones and respond to email inquiries (this will be encouraged and could be done off site).

With this background, Jennifer read the motion indicating that we would conduct a roll call discussion before the final reading and vote on the motion

PROPOSED MOTION: Because of the risks of COVID-19 to the community and the staff, the Board of Trustees approve the closing of all in-person public interactions at the Keene Public Library. Chair moves that the Board of Trustees concur with the action by the City Manager to furlough selected members of Library Staff to continue until the conclusion of the Declaration of the State of Emergency as determined by the Governor, unless earlier recalled to service.

ROLL CALL DISCUSSION:

Jen pass

Paul – has the curbside service ended? Yes, as of Fri pm

Ken – is the city taking similar action? Yes – Rec Dept and some traffic control. Will staff lose benefits? No, but if they took a leave of absence they might.

Sally pass

Kathleen Packard – is there a plan if anyone tests positive? If ill, same sick benefit in effect, - library would then not have anyone come in at all until the conclusion of State of Emergency. Is the Library building being considered by the city for any other use? Yes – maybe as a day care site.

Judy pass

Bill pass

Kathleen Kennedy Burke- question about state of emergency schedule addressed

George -most furloughed do not have ci provided healthcare? Correct

Carl pass

Chuck -if employee left, would they be replaced -yes

Marti added that the type of work in-library staff would be working on includes weeding the collection, cleaning up records, working on manuals and policy updates.

Jennifer opened it up again for another round of questions...

Paul pass

Ken how will staff react? Marti indicated she has had some discussions and has a sense of how many feel – and there will be some sense of relief. Ken also asked Marti how she was doing and that she must not neglect her own health.

Sally – pass

Kathleen P – pass

Judy – pass

Bill – mentioned connection with Mason Library at the college and the importance of maintaining it for times like this. Also noted that the National Guard may soon be involved as well.

Jane -pass

Chuck- pass

Carl – pass

George -pass

Kathleen Kennedy Burke – echoed, as many others did, appreciation for Marti’s extraordinary efforts during this and her entire first year in Keene

Jennifer then re-read the MOTION: (See PROPOSED MOTION, above) which was seconded by Ken.

A roll call vote was taken and passed unanimously.

Jennifer than made a MOTION TO SEAL THE MINUTES OF THE NON-PUBLIC SESSION, seconded by Sally.

A roll call vote was taken and passed unanimously.

The meeting was adjourned by the chair at 6:00 PM

Respectfully Submitted, Kathleen Kennedy Burke,

Secretary, KPL Board of Trustees