

## Friends of the Keene Public Library Executive Board Meeting June 12, 2019

The meeting was called to order at 7:08pm

**Present:** Jill Cielinski, Pam Knight, Kathleen Chertok, Marilyn Gemmell, Michelle Fuller, Jane Pitts, Sally Rinehart, Dave Meader, Mike Chelstowski, Gail Zachariah

**Absent:** Paul Ledell, Will Collins, Jen English and Kathleen Kennedy Burke

**President's Remarks:** Jill started the meeting with a tribute to Jane as this is her last board meeting. Jane's dedication, leadership, and loyalty after 20 years of service to the FKPL will be greatly missed. She will remain as part of the book sale committee through the October 2019 book sale. She was presented with a lovely piece of hanging stained glass art. It may be hung at the library at a future date.

**Secretary's Report:** Kathleen presented the May minutes. Marilyn noted that there was an error in the spelling of Jon Gemmell's name. The correct spelling is Jon. That error was noted and corrected.

*Sally Rinehart made a motion to accept the minutes with the corrected spelling. Marilyn Gemmell seconded that motion. All approved.*

**Treasurer's Report:** Marilyn: The 990 tax report preparation is completed and viewed by all board members and ready for signature and filing by our accountants.

It's also noted that a check had been sent to the Worcester Art Museum for membership and will be added to the library's museum passes available to patrons.

*Kathleen Chertok made a motion to accept the report as presented. Pam Knight seconded the motion. All approved.*

**Trustees Report:** Jill (for Kathleen K. Burke): A number of tables on loan in the Friends' space are needed to be used for the dedication ceremony and then returned to our space. Also the Trustees are asking for help providing cookies for the dedication and asked the Friends' board members to bake or purchase cookies to be served at the dedication.

**Director's Report:** Gail (for Nancy): The staff is busy preparing for the dedication scheduled for June 23, 2019. The special event for donors that gave \$100,000 or more on Saturday 22 does not include spouses of board members. Gail asks that RSVPs be given to Jill after tonight's meeting.

**KLAAC:** Jill reports that it has been 6-1/2 years since committees began meeting to make the current expansion a reality. There are still punch list items to complete in addition to landscaping, parking and Spectrum set ups, but most of the interior spaces have been released for use by the library staff at this time with public use to follow.

Jane notes that the donor wall was delivered and installation will begin tomorrow and be in place by the dedication on June 23. She also mentioned that donors that gave \$100,000 or more will have a room named in their honor, and that a publicity piece will appear in The Sentinel.

Pam reports that the celebration committee is busy finishing plans for the dedication, including publicity and brochures, the touring schedule at the event, set up needs, refreshments and the various performances that will occur.

Jill notes the Friends contribution to the time capsule includes a letter and old and new copies of our newsletters .

**Book Sale Committee:** Kathleen: The book sale committee's next planning meeting is on 6/18. The bin donation transporters have been doing a great job in daily moving of donations from the lobby to the Friends' space. The 12 tables are on order for the space and should arrive within a month. A schedule of monthly sorting/pricing days has been established and will start on Thursday 7/18, then 8/15, 9/19 with the possibility of another added before the October sale beginning on 10/18. Any board members that can help on those days is appreciated. The plan is also to reestablish, for any volunteers interested, the ability to go to the Friends' space on their own time to sort and price.

**Membership:** Sally: A draft has been prepared and will be emailed to the board members for any suggestions or changes. The goal is to have it mailed out by mid July. Also ready is the bookmark designed by Jen that will go out with each letter that lists various museum passes available through the library.

**Newsletter Committee:** Pam: The summer newsletter is going to the printer tomorrow and will be sent out next Monday. Pam will be working with Jen to transition the newsletter preparation for fall.

**Other Business:** Jill reminds the board that over the summer break electronic voting will work.

Jane presented a funding request to pay for framing a photo and letter written by Katharine Heberton's grandnieces that will be placed in the entrance to Heberton Hall. An estimate for matting and framing using archival glass was provided by Indian King Framers for \$226.50.

*Pam Knight made a motion to spend \$226.50 for the framing. Michelle Fuller seconded the motion. All approved.*

Jill closed the meeting with a final farewell honoring Jane Pitts for her 20 years of dedicated service to the Friends and the library. As noted, a card and stained glass art work were presented to Jane as we all happily shared her celebratory cake.

**The meeting was adjourned at 8:40**

**Upcoming meeting date:**    2019 DATES: 9/11, 10/9, 11/13, 12/11

2020 DATES: 1/8, 2/12, 3/11, 4/8, 5/13 6/10

**FALL BOOK SALE:**            October 18-20, 2019