

Friends of the Keene Public Library Executive Board Meeting September 9, 2020

The meeting was called to order at 7:07 via zoom

Present: Jill Cielinski, Kathleen Chertok, Marilyn Gemmell, Michelle Fuller, Sally Rinehart, Jan Manwaring, Dave Meader, Mike Chelstowski, Paul Ledell and Marti Fiske

Absent: Jen English and Kathleen Kennedy Burke

President's Remarks: Jill welcomed the board back together after the summer two month hiatus.

Secretary's Report: Kathleen notes that the revised June minutes add Paul Ledell's name to the nominating committee. There were no other changes or omissions noted. *Dave Meader made the motion to accept the revised minutes. Marilyn Gemmell seconded the motion. All approved.*

Treasurer's Report: Marilyn reports that since the annual appeal letter additional \$3,885. has come in and that includes 11 new memberships from patrons who had not given in the previous year. We currently have 49 memberships this year and Marilyn has mail to collect at the library that may contain more responses. She notes that though we have enough funds to cover the budgeted items we are running behind in income received due to the cancellation of both book sales. Finally, she reports that Gail has asked the Friends to apply for a grant for the library as a pass through account. Gail is doing the grant writing and preparing all the documents. The board was in agreement that it is willing to be the agent for this grant. *Kathleen C made the motion to accept the treasurer's report as presented. Paul Ledell seconded the motion. All approved.*

Heberton Fund: Paul reports that since the market downturn earlier in the year it has rebounded nicely and we have essentially the same amount in the accounts as we did a year ago. He does note that the long term account is actually 2% higher. He plans to set up an appointment with Alan Stroshine for a check in and review of our status with the the finance committee and bring it back to the board any recommendations.

Director's Report: Marti reports that the library, as of yesterday, shifted the hours it is open and continues to follow appropriate COVID guidelines. The new hours will help to accommodate the students that arrive after school by bus. Monday through Friday the hours are 10am-12pm and 3pm-6pm. Saturday hours are unchanged. She notes that there have been four COVID related staff retirements as well as being short 1.5 full time positions before these retirements. There is currently a 22% reduction

in the amount of staff from what it should be. The new hours will help with staffing needs for the various shifts. Currently the highest number of patrons at one time in the library has been 29 and the library has capped occupancy at a max of 60 at one time to meet appropriate COVID measures.

She goes on to report that Gail will do a trial outdoor story hour in the Courtyard on Saturday with limited participation and registration required. Also the Maker Space will be open by appointment to 1 to 2 folks from the same household who have had previous training on the equipment.

Nominating Committee: Sally reports that only one board member responded to the brief report that the committee generated. The committee plans to reconvene on 9/23/2020 to continue to develop a policy to work by and also to move forward to contacting the folks whose names have been mentioned as possible candidates for board membership to see if they might have an interest.

Book Sale Committee: Jill reports that she put in an application to The 100 Women Who Care for their August meeting. The Friends' name wasn't chosen but she will reapply for the November meeting. It will require that a Friends' board member been present at the zoom meeting to speak on our behalf if our name is chosen as a possible recipient. She goes on to ask if there are any ideas for possible fund raising in these unusual times. Marti will forward a list of online bookseller sites where we might consider selling some books. Further discussion will continue at our next meeting as to possible fund raising ideas.

Museum Passes: Kathleen reports that due to the COVID situation that the current passes should be maintained with no additions or deletions to be made at this time. She notes that some museums did make extensions of their expiration dates.

Newsletter Committee: Jill notes that Jen English is taking a hiatus from the board at this time due to homeschooling of her 3 children and also taking in a new job. Jen is willing though to put together a newsletter but needs content. The plan has been that this newsletter will be the last hardcopy before going to a digital format.

Other Business: Life Magazines that belong to the library are now covering 2 rows of tables in the Friends' space. Sally will peruse the content of the boxes to check condition and potential value and report back to the board next month.

Discussion was had about setting up a PayPal account to accept donations to the Friends. Further research of the process and discussion is set for the next meeting.

Long range planning is a topic for discussion at a future meeting with thoughts of what the friends' might want to be focused on for the next decade.

The meeting was adjourned at 8:40pm

Upcoming meeting dates: 2020: 10/14;11/11(Tuesday) and 12/9