

Friends of the Keene Public Library
Executive Board Meeting
January 10, 2018

The meeting was called to order at 7:05pm

Present: Jill Cielinski, Pam Knight, Marilyn Gemmell, Sally Rinehart, Dave Meader, Mike Chelstowski, Paul Ledell, Kathleen Chertok, Kathleen Kennedy Burke and Gail Zachariah

Absent: Jane Pitts, Nancy Vincent and Michelle Fuller

President's Remarks: (Jill) Happy New Year to all.

Secretary's Report: (Kathleen C.) The December meeting minutes were presented and there were no changes made. Pam Knight made a motion to accept as presented and it was seconded by Marilyn Gemmell. All approved.

Treasurer's Report: (Marilyn) The treasurers report had been emailed in advance to board members as well as copies were provided tonight. It was reported that all the information for the 990 tax form for 2017 was on the reports provided. She shared that the final quarter annuity was again smaller than the first two quarters of 2017. She also thanked Gail Z for all the work she had done in evaluating the budget information. A motion to accept the report was made by Kathleen C and seconded by Mike Chelstowski. All approved.

Heberton Funds: (Paul) The Heberton Funds, both the long term endowment and the short term annuity, had done well in 2017. Long term showed a gain of 14.32% and the short term had a 7.6% gain.

The performance summary document is included in the financial reports.

Trustees Report: (Kathleen K.B.) The Trustee meeting was held 12/19/17. They discussed avenues needed to assure that the proper amount of funds were in the right accounts for the closing. Also discussed was how to help get more people interested in becoming paying members of the FKPL. The Trustees were interested in how the FKPL might plan to increase the paying memberships. Finally, Kathleen reported that the Trustees as a whole felt relieved to have the closing done and excited that the work begun on the renovation.

Director's Report: (Gail for Nancy) The staff will be getting training for the Creator Program. The Wowbary Web application was purchased by library for \$500.00 fee. This was part of the 2018 library budget from funds provided by the FKPL. The staff is still looking into pricing for the mobile Hotspot. Also the library is looking at providing some University classes online.

Project Update/KLACC: (Paul) The schedule has been put out by Engleberth and they are currently planning for an end of October 2018 completion date.

Capital Campaign Update: (Jill) The campaign committee has been dissolved but the Co-Chairs, Judy and Dita will be available for activities including planning for ribbon cutting and celebration when the renovation is complete. Money continues to come in, both new and pledge payments.

Book Sale Committee: (Kathleen) An update was provided regarding contacting the Historical Society about our book donations and plans for future sales. She spoke with Rick Swanson and he was appreciative of the information. Donations continue with arrangements made via our email. A sorting/pricing day will be scheduled once we have collected 120-150 boxes of donated books. Currently there are fewer than 90 boxes.

Newsletter Committee: (Pam) She thanked all the contributors to the recent newsletter which is scheduled to go out by the end of the week.

She planned to check in with Jane regarding other names that should be included on the recipient list. There may be people that gave to the Capital Campaign who aren't currently on our members' list.

Pam also reports that Susan Hansmeier provided her with a list of number of admissions to each of the museums we provide patrons with passes. The Fruitlands pass will not be renewed as it wasn't used. There is \$10,000.00 in the 2018 budget for passes and currently \$8,100.00 has been spent. Suggestions for passes are always welcome. We will continue to ongoing evaluations of current passes and their costs and usage.

Other Business: Jill reports still needing a chairman for the Hospitality Committee but that she will contact the agent they have previously worked with to see what possibilities there might be in our price range of \$1000.00.

Jill also mentioned that there was room for new board members and that we could make suggestions at a later date for consideration. She also noted that a person could also serve on a Friends' committee without being on the board. Will Collins is a more recent member of the Book Sale committee and came to our attention when he volunteered last Spring as an employee from the Badger Co.

Paul will check on the book sale signage and track down where it currently is stored so as not to have it inadvertently thrown out during the renovation.

Upcoming meeting date: 2/14/18 is the next meeting date.

Meeting was adjourned at 7:55pm