

DRAFT MINUTES – KEENE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING – SEPT 28, 2021

Present: Jen Alexander, Yves Gakunde, Kathleen Kennedy Burke, Judy Putnam, Ken Jue, Bill Stroup, Ritu Budakoti, Jane Pitts, Kathleen Packard, Paul Henkel, Carl Jacobs, Chuck Redfern, Councilor Bobby Williams, Ass't Library Director Susan Bloom, Library Director Marti Fiske and Friends Liaison Lou-Anne Beauregard.

The meeting was called to order at 5:04.

Yves moved that the minutes from August be approved with one spelling correction (apologies to Ritu Budakoti) – seconded by Ken, motion passed unanimously.

Finance: Judy Putnam asked for approval of two gifts from Stephen Ide for \$25 each – one a general gift, the second a memorial gift honoring John Topa. Ken moved that we grant the approval which was seconded by Kathleen Packard and passed unanimously.

Judy brought up the MOU (Memo of Understanding) between the City and the Trustees regarding the “P” card. After a few questions were answered, it was moved by Chuck and seconded by Ken that we accept the draft memo, which had been circulated prior to the meeting – passed unanimously.

Buildings and Grounds: Paul told us a handrail to the stage (through a door to the left of the stage) had been installed. An AV piece, which will amplify laptop sound output, has been added to the sound “tool kit”. The Heberton Hall lights have been installed through the coordinated efforts of Andy Bohannon, Colleen and Marti. The board was asked to approve taking \$8600 from the HH cost center for the correction to the AC to reduce the unacceptable noise levels – all three involved parties (Friends, the City and the Trustees) must vote to approve. Paul moved that we vote to approve payment, Ken seconded and it passed unanimously.

Community Outreach: The first meeting of this reactivated committee will take place Oct 4th. Ritu reported on the International Festival, held the previous week end, which attracted over 1,200 people over the course of the day, pronouncing it a success.

Long Range Planning : Did not meet. Will when Marti ready – October or perhaps November.

Fine Arts: Did not meet. Will meet Wed, Oct 6th with Kathleen Kennedy Burke and Judy meeting prior to discuss handover.

Policy: Kathleen Packard had circulated a draft of the proposed internet policy to replace what was #15 in the old manual. After some discussion, Bill proposed and Chuck seconded, that we pass the policy as drafted and amend as needed later after additional city personnel review it (has already been to city attorney). Passed unanimously. Committee also working on creating a Collection Development Policy – there is a material collection section covering different issues. “Keene Link” – our connection to the KSC library – will also be reviewed. The Social Media Policy is currently being reviewed by staff.

Friends of the Keene Public Library: Bill Stroup was the first “rotating” Trustee to attend the Friends meeting under our new approach. He reported that the Friends do intend to remain involved with the Wonder Casino as a non-profit recipient although it was not unanimous. Participating allows them to be less dependent on the booksales. The herculean task of organizing, classifying, tossing, preparing, moving and pricing the backlog of books and new surge of summer donations for the October booksale

has been accomplished and all trustees are encouraged to support and volunteer for a shift or two at it. New this year is a preview sale for members and volunteers.

Horatio Colony House: No report.

Director's Report: Marti met with Sarah Harpster, the advocacy coordinator for the Community Kitchen to explore ways that the library could assist and encourage home gardeners to contribute produce to donate to the CK. They will meet again in January to discuss a campaign with the library's seed program. We were brought up to date on grants received and applied for. Staffing news includes the conditional hiring of a Programs Meeting Room Aide and the interviewing of a Circulation Aide. An application for a full time Circulation Development Position will go into the city review process for the next fiscal year.

Old Business: None.

New Business: Chuck asked if the Fin Comm could take their once a year break in December. Permission granted.

Meeting adjourned at 6:07 pm.

Respectfully Submitted,

Kathleen Kennedy Burke, Secretary