

## **DRAFT MINUTES -**

KEENE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING -NOVEMBER 16, 2021 – 5 PM

COHEN HALL

Bill Stroup, sitting in for Jennifer Alexander, called the meeting to order at 5:02. Present were Carl Jacobs Paul Henkel, Judy Putnam, Chuck Redfern, Yves Gakunde, Ritu Budakoti, Kathleen Kennedy Burke, Jane Pitts, Kathleen Packard, Assistant Library Director Susan Bloom, Library Director Marti Fiske and Councilor Bobbi Williams. Ken Jue (as well as Jen A) was not present.

A motion to accept the minutes two corrections was made: Bill Stroup was present at the last meeting and POLICY update was left out ( there was no report). Yves moved, Chuck seconded and the motion carried unanimously.

FINANCE: Treasurer Judy asked us to approve three donations: one from the city represented the balance of the renovation fund (\$3,724.43), a \$1,000 grant from FINRA for funds spent earlier in the year for the “thinking money” exhibit, and \$100 from Peter Espiefs in memory of his wife for the book fund. Chuck made the motion, Jane seconded and the motion passed unanimously. Judy noted that the annual financial review with financial advisor Alan Stroshine will be held on January 4<sup>th</sup> in the Miller Vincent Room and interested board members are invited to attend. (Time to be confirmed.)

BUILDINGS AND GROUNDS: The group had a city parking overview presented by Chelsea North and Med Medvidofsky with particular implications for KPL. Currently, the plan calls for the installation of one kiosk on Winter St to be used for the slots from the driveway near the book drop to the insurance company. More details and timing to follow.

COMMUNITY OUTREACH: Meets every quarter now.

LONG RANGE PLANNING: Marti distributed the “KPL Strategic Plan Work between July 1 and November 1” Report for us to review at the December meeting.

FINE ARTS: Next meeting Dec 1.

POLICY: Continuing update work and propose altering format of final document to arrange alphabetically by policy rather than current complicated number/section/subsection format.

FRIENDS OF THE KEENE PUBLIC LIBRARY: Next meeting tomorrow night – Carl designated attendee.

HORATIO COLONY MUSEUM: There is a Holiday Sing coming up.

DIRECTOR’S REPORT: Marti will be on vacation from Dec 10-21 - Susan Bloom will be the go to person. A electrical update will be held at City Hall on Sat Nov 20 – phone, internet and servers will be down at the Library with hot spots and circulation software filling in temporarily. Slight chance work will have to continue Sat Dec 4 if not completed. Library supervisors attended de-escalation training by the KPD who in turn will pass down to staff. Marti gave us a list of valuable resources for trustees was provided primarily from the ALA and NHLTA. Final grant applications are being submitted for a program on Women’s Suffrage (American Recovery Act) and restoration of the Chautauqua and its children’s program. Awaiting word on Owls and Locker applications.

OLD BUSINESS: Bill attended a Pandemic Roundtable put on by NHLTA and found it useful – mentioned changes in programming and recruiting challenges facing many libraries as a result of the pandemic.

NEW BUSINESS: Bill wondered if we should have a more formal process/checklist for new trustees – many agreed this would be a good idea and an ad hoc committee will be formed and more discussion held at the December meeting.

Meeting was adjourned at 5:39

Respectfully Submitted,

Kathleen Kennedy Burke, Sec'y

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