

Keene Public Library Trustees Finance Committee

April 12, 2022

Present: Trustees -Jane Pitts, Chuck Redfern, Judy Putnam. Staff-Marti Fiske

Absent: Ken Jue

Paul Henkel come in with a request from the Building and Grounds Committee. Seeking funding for purchase of a digital sound mixer for Cohen Hall, for up to \$2,400. This is a better quality mixer than the current analog one. This will stop background noise and give up to 16 inputs. The Treasurer recommended that funding come from AV budget line donation previously given.

Move: Jane Pitts, Second: Judy Putnam Approved unanimously. Motion will be brought to the full Board.

Treasurer's 3rd Quarter Report attached: Q3 2021-2022 & Trustee Budget 2021-2022.

Discussion about how to improve the layout and information given in the annual budget. Suggestions included showing extra balances available from unspent budget lines in previous years and showing how it has changed from previous year.

Discussion about current book line that has not been spent down. Marti suggested that the book line may not need to be as large since we have succeeded in getting more funding from the City line. Judy noted some of these are from restricted donations for books. Judy will try to determine how much is for books only.

Unanimously accepted Treasurer's report.

Director's Report:

Staff have been discussing best uses for unexpected income from capital gains income. Marti is seeking estimates for blinds for Eppes, Booras, Maker Space, and Youth Office. She will be working with Facilities staff to get estimate for installing an exterior door handle on door between Heberton Hall and courtyard and, if possible, changing setting on Atrium bathrooms so that they can be unlocked for programs or always be locked.

Marti is applying for a grant of up to \$10,000 due on May 6 for exterior furniture for Heberton Courtyard and Gallup Porch. Also researching "pods" for up to two people to have Zoom or other meetings without using a meeting room. If pods look feasible, funding will be sought through a grant due in July for up to \$50,000.

Adjournment for non-public session.