

DRAFT MINUTES JANUARY 24, 2023 MEETING KEENE PUBLIC LIBRARY BOARD OF TRUSTEES

The board gathered at 5:00 pm in the Miller Vincent Room. Calling the meeting to order at 5:00, President Stroup asked the board to admit trustee Chuck Redfern remotely; this was approved by roll call vote.

Present were: Bill Stroup, Judy Putnam, Kathleen Kennedy Burke, Pam Russell Slack, Jennifer Alexander, Justin Somma, Yves Gakunde, Kathleen Packard, Paul Henkel, Marti Fiske, Susan Bloom and Councilor Bobby Williams. Jane Pitts and Ritu Badakuti were not present.

APPROVAL OF DEC MINUTES: Under the entry for Policy, Kathleen P noted that a third proposal was overlooked in the minutes , specifically: # 10 under the duties of the board of trustees: Prepares and submits to the City a report on the acceptance of unanticipated and Non-Restricted Funds as defined in section 2-960 (5) of \$5,000.00 or more within a reasonable time after the acceptance of the funds.

With this change, Yves moved and Judy seconded that the minutes be approved – passed unanimously.

FINANCE: Judy reviewed the second quarter report that had been previously circulated. Report accepted – Chuck moved, Pam seconded and passed unanimously. Chuck moved to accept the report, Pam seconded – passed unanimously.

We were asked to approve the following four donations: Margaret & Betty Bard – \$250.; Peter Espiefs – \$100. book fund; Mr. & Mrs. Mearles in honor of Dr Faux – \$50. and \$250. from the Lichtman Trust.

Pam moved that the board accept these gifts, Yves seconded and it passed unanimously.

BUILDINGS AND GROUNDS: Paul reminded people about the library parking concerns memo sent out pertaining to the proposed downtown project and encouraged attendance at upcoming project meetings. He brought up a landscaping quote from Bartlett Tree for 7k for fertilizing, soil treatment, pruning, cable (tree supports) maintenance and addition of cable to Linden tree. This was discussed with Andy Bohannon of Parks and Rec – city budget would cover some of this. He (Andy) will meet with Bartlett.

The library had a recent state fire inspection which prompted discussion of “area of refuge” boxes that allow direct communication with fire dept. in the case of inability to exit the building during a fire/emergency frequently located at stairwells. Areas of concern are in the older part of building at stairwells – question of grandfathering raised. Pam asked for specific RSA being cited.

During the finance discussion when a question about the video/sound equipment came up, Paul encouraged the board to consider adding two inlet air filters to existing fans as a proactive step to limit dust entering area.

A reception/dedication of the front lawn trees and unveiling of plaques honoring Ken Jue and the Hoffmans is being planned for the spring, possibly Arbor Day (April 28th) or week after.

COMMUNITY OUTREACH: No report

FINE ARTS: Did meet in January – reviewing insurance and appraisals of art in library. Would like board to accept donation of three water colors two nautical themed and another of the 1980 addition to the KPL) by late local artist Dorinda Jarest from the Aadalen family –descendants of Trevor Price, former

Trustee president and benefactor for whom the Price Room was named. Motion to do so made by Judy, seconded by Jennifer, passed unanimously.

STRATEGIC PLANNING: Met Jan 10th – discussed proposals for group facilitator and related interviews. One candidate has since withdrawn (Jim Gruber, retired from Antioch). Both Kathleen and Marti impressed with Steve Brown, whom we both felt intuitively grasped just what we were trying to do. His proposal is within our budget. We recommend that the board authorize his hiring for this project, barring any surprises in the references which will be checked this week. Motion made by Jen, seconded by Yves, passed unanimously.

POLICY: Starting discussions on collection development and the library of things. Recent revised language for non-monetary gifts to the library submitted to the city was approved as written. We are asked to keep a good list of past and incoming gifts with any relevant notes as a helpful reference considering passage of time, changes in personnel and trustee representatives.

FKPL: Dates for next two book sales set: April 20-23, 2023 and Oct 19-22, 2023. Busy with upcoming spring sale and volunteer fair. Considering a more formal process to identify and price donated rare books.

HORATIO COLONY MUSEUM: No report

DIRECTOR'S REPORT: New digital service hoopla up and running, excitement for upcoming exhibit "From Our Town to the Moon, Mars and Beyond" Exhibit kiosks for February installation building. Two staff members (Amy & Gail) will attend The ALA LibLearnX conference in New Orleans and present a session on "Starting Young: How to launch family making experiences at the library " sharing our experience with the Little Makers grant.

A recently hired employee is leaving for a FT position. Loss or failure to attract qualified staff for less than FT positions continues to haunt the library. To that end, Marti is proposing in next year's budget to convert two PT positions into a FT.

New Business: Jen indicated that the Cheshire Country Literacy Committee is being re-activated this year.

Adjourned 6:10 pm

Respectfully Submitted,

Kathleen Kennedy Burke, Sec'y