

Keene Public Library
Trustee Meeting Minutes
Tuesday, Mar 25, 2025

Present: Trustees: Paul Henkel, Judy Putnam, Don Caruso, Hollie Seiler, Bill Stroup, Pam Russell Slack, Kathleen Packard, Justin Somma and Sam Temple

Visitors: Journalism student from KSC Alana Perry, Marti Fiske, Library Director, Susan Bloom, Assistant Library Director and Bobby Williams

The meeting was called to order by President Bill Stroup at 5:02.

Minutes: a Motion was made to approve the minutes of the February 25, 2025 meeting by Pam, and seconded by Paul. The minutes were approved unanimously.

Committee Reports:

Finance Committee:

Judy reported that the committee has gone through the Trustee bylaws and have sent comments to Kathleen.

There have \$113 in anonymous donations collected at the front desk. Judy moved to approve these donations and this was seconded by Justin. The Motion was approved unanimously.

Building & Grounds:

Paul reported on a meeting with DDS Acoustics Specialties, who were the only bid response to the acoustic project RFP. They believe more treatment will be needed than was in the original proposal. They would like to confirm that the ceiling will hold the foam panels needed. Englebrook Construction will be consulted. DDS will come back with updated proposal and include fabric on walls and extra foam panels on ceilings.

There has been no more skylight leakage, but leakage was reported in recycling room.

A break area for staff has been set up in turret.

Community Outreach:

Katherine reported that she will be helping out on Earth Day event, April 26th.

Long Range Planning: no report

Fine Arts: Judy reported that they reexploring options for hanging donated print.

Policy:

Kathleen went over the draft of the new Museum Pass Policy. There has been some patron abuse; e.g. monopolizing passes. Kathleen moved to approve the new Policy and Pam seconded.

There had been nothing official in KPL policies on Museum passes. This policy brings awareness about the Friends patronage, ensures access, introduces a no-show policy and borrowing limits. Justin asked if the policy would impact staff. Susan said this has been planned for. The Motion approved unanimously.

Kathleen request bylaw feedback by next meeting.

Friends: no report

Horatio Colony: no report

Cheshire Literacy: no report

Director's Report: Marti reported on the relevant State & Federal legislation and Executive Orders impacting KPL. She sent a memo to the City Manager upon request that outlined these impacts. Marti will report to FOP (Finance, Org, Personal) on Thursday night. Marti would like Trustees to attend.

The City Manager is asking that surplus monies from another department be moved to KPL to cover staff budget shortage. Marti reported that without this influx of funds, she would have to do cut more staff hours.

Bill commented that the Trustee budget meeting will be more important than ever and suggested that whoever could attend to do so.

Pam suggested sending individual emails vs one Board email when contacting elected officials.

Marti reviewed IMLS Executive Order impact on NH: specifically on ILL, Talking Books, Libby and the NH State Law Lib Tech Librarian position (manages Libby).

Old Business: n/a

New Business: n/a

Meeting Adjourned: 5:52

Meeting Minutes by:
Katherine Baer, Secretary