

Keene Public Library
Trustee Meeting Minutes
Tuesday, Jun 24, 2025

Present: Trustees: Paul Henkel, Judy Putnam, Bill Stroup, Katherine Baer, Jane Pitts, Kathleen Packard, Pam Russell Slack

Visitors: Marti Fiske, Library Director, Susan Bloom, Assistant Library Director, Bobby Williams, City Council member

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

Minutes: Pam made a Motion to approve the minutes from May 25, 2025 and it was seconded by Judy. The minutes were approved unanimously.

Bill reminded us that there would be no meeting in July. The next meeting in August will include both the Annual and monthly meeting. Committee reports for the Annual report are due by August 4th.

Committee Reports:

Finance Committee:

Donations:

Jane reviewed the following monthly donations:

In Memory of Eleanor Blake

\$100 from Constance Vance

\$100 from Bonnie Edwards

The Motion to accept was made by Pam and Paul seconded. The Motion was approved unanimously.

Trustee Budget:

Jane gave an overview of the changes made to the May draft of the annual budget. There were no significant changes. There were only small changes to line items descriptions for clarity.

The Motion to accept the annual budget was made by Pam and seconded by Paul. The Motion was approved unanimously.

Jane reported that the NHLTA memberships for the Board, Marti and Susan have been renewed.

Building & Grounds:

Paul reported that new Tree ID/QR code tags are in progress.

A dead shrub will be removed from the Winter Street side of the library and \$500 has been allocated for replacement.

The Cohen Hall audio project is expected to start on July 14th or 15th.

Community Outreach:

Katherine helped with the Pollinator Palooza event. Nothing has been scheduled for the next month, but Katherine will reach out to Amy.

Long Range Planning: no report

Fine Arts:

Judy reported that they will plan an event to commemorate the hanging of the David Wiesner drawing.

Amy came to the last meeting and wants to work with Arts Alive to have art exhibits at the library.

Policy:

Kathleen reviewed the changes included in the draft proposal for the updated Personnel Policy. The committee reviewed comments received from the City Attorney and City Manager. There are some suggestions from the City's that were not incorporated due to the different working conditions that the library has from the city, including working hours and whether Trustee family members can be hired by KPL. Marti added that a recusal provision is not included in the current bylaws and that may be helpful. Bobby shared the City Council's recusal policy.

Kathleen made a motion that the Board accept the revised policy as drafted and Pam seconded. The Motion was approved unanimously. The Updated policy also included updated formatting. The committee is now reviewing the Emergency Operations Policy.

Friends:

Judy reported that the Friends had their annual meeting. She reported on the Friends income from the book sales and from the Casino. Their largest expenses are the makerspace, computer literacy units and Museum passes. There are ongoing collaborations with the Swamp Bats and Rotary Club.

Horatio Colony: no report

Cheshire Literacy: no report

Director's Report: Marti reported on ongoing AC problems throughout the library. Heberton Hall's AC has completely burned out. There are two events scheduled for this coming weekend: including Pride Prom and a celebration of life. They are hoping to hold these events in Cohen Hall if AC is not fixed. The timeline for the upcoming Budget switch for the new year is coming up and it will be tight. Marti reported on a few slight overages in the current year's budget. Marti will use Trustee funds and City held trusts for any late invoices.

Old Business: n/a

New Business: Pam asked that the date for the upcoming meeting be added to the bottom of the Agenda. Marti will ask Sean to add the date.

Bill reported that the next meeting will be on August 26th.

Meeting Adjourned: 5:55pm.

Meeting Minutes by:

Katherine Baer, Secretary

