

Keene Public Library
Trustee Meeting Minutes
Date: 10/28/2025

Board Present: Paul Henkel, Judy Putnam, Bill Stroup, Jane Pitts, Kathleen Packard, Sam Temple, Karthik Gowda, Hollie Seiler

Staff Present: Susan Bloom, Assistant Library Director and Lydia Hurley, Librarian

Visitors: Jennifer Friedman (incoming board member), Bobby Williams (Keene City Council Rep)

The meeting was called to order **by President Bill Stroup at 5:00pm**

Approval of minutes: Motion made by Jane, seconded by Karthik

Committee Reports:

- **Finance:**
 - **Treasurer's report**
 - Income
 - Donations for general library support (\$620)
 - Passthrough from the Friends for programming (\$2,034.43)
 - Dividends from investments (\$1,815.98)
 - Money Market interest (\$553.20)
 - Expenses:
 - General library support (Book purchase -\$25.50)
 - Trustee Supported Projects (Magician for summer reading programming -\$550 from the Chao fund)
 - Buildings and Grounds (Credit from tree tag project +\$111.76)
 - Outreach (Reading tracking software -\$1071.22)
 - Cheshire County Seed Library (-\$70.09)
 - **Motion to accept treasurer's report** made by Judy, seconded by Karthik
 - **Donations**
 - Ann Fransico \$100 (for the purchase of books)
 - Erin Lipsky \$50 (restricted for Lipsky book fund)
 - **Motion to accept donations** made by Bill, seconded by Kathleen
- **Building and Grounds:**
 - New member to committee – Don Caruso
 - Lighting in the library remains an issue. Buildings and Grounds is investing in a light meter to measure lighting in the library to determine inadequate areas. It will be in the \$100 range
 - This is just one small part of the overall lightening project
 - Sam Healy (Education Director at Stonewall Farm) is looking into partnering with the Library on some new Grounds initiatives
 - There is rotting on the frames of some windows. The committee is monitoring
- **Community Outreach:** No report, did not meet
- **Long Range Planning Committees:** No report, did not meet
- **Fine Arts:**

- The Fine Arts committee hosted a small reception last Thursday (10/23) to celebrate a new print that was recently donated to the library (now in the children's section). The donor of the print was in attendance
- **Policy:** No report, did not meet
- **Friends of the Keene Public Library:**
 - The Friends of the Keene Public Library had a successful book sale over the weekend (10/24-10/26) and raised a preliminary total of \$16,661
- **Horatio Colony Museum:** No report, did not meet
- **Cheshire Literacy Coalition:** No report, did not meet

Director's Report:

Baker and Taylor, the Library's primary print book resource, has gone out of business. Until the new company is set up (Ingram), we will be relying on Amazon for patron requests. This has increased work for staff in a variety of ways.

A staff in-service day is scheduled for Friday, November 7. The public has been notified. KPL Trustees are asked to be in attendance for the lunch, which is scheduled for 12:15. RSVPs should be made by October 29.

Judy asked about Makerspace availability. There is limited staffing, but opening hours remain reliable. Judy further inquired if the room is ever crowded and Susan said no, that there is a nice flow to the room, and staffing seems adequate. However, she does expect engagement to accelerate as the holidays approach.

The KPL trustee November meeting will be moved to Tuesday, November 18.
The KPL trustee December meeting will be moved to Tuesday, December 16.

Old Business: No old business

New Business:

The Board became aware that the security gates at the entrance to the Library have been removed. This was done because they became inoperable. Kathleen inquired if information on a replacement could be brought to the Board for consideration. Susan plans to speak with Marti and come back to the Board with more information on how to proceed.

Susan clarified that the gate count is separate from the security gate and is still operating as usual.

Susan will also talk to Marti about any considerations for the Board to be aware of as we move into the winter months, in terms of both safety measures and building initiatives the trustees may be able to fund.

Possible Executive Session: No Executive Session

Meeting Adjourned: 5:48 p.m.

Meeting Minutes by: Hollie Seiler