

**Keene Public Library
Trustee Meeting Minutes**

APPROVED

Date: 11/18/2025

Board Present: Paul Henkel, Judy Putnam, Bill Stroup, Jane Pitts, Kathleen Packard, Pam Russell Slack, Donald Caruso, Hollie Seiler, Justin Somma

Staff Present: Marti Fiske, Library Director and Susan Bloom, Assistant Library Director

The meeting was called to order **by President Bill Stroup at 5:00 p.m.**

Public meeting section: Donation over \$5,000

- Donation from Diana Susan Green
- \$7,500 to support enhancements to the Price Room
- **Motion to accept donation** made by Jane, seconded by Pam. Passed unanimously.

Approval of minutes: Motion to accept made by Jane, seconded by Judy. Passed unanimously.

Committee Reports:

- **Finance:**
 - **Treasurer's report**
 - Committee is currently looking into reviewing investment policy
 - **Donation**
 - Tom Ewing, \$50
 - **Motion to accept donation** made by Jane, seconded by Pam. Passed unanimously.
- **Buildings and Grounds:**
 - The Library's ongoing lighting issues were discussed with Andy Bohannon
 - The Library hopes its inadequate lighting will be included in the City's Capital Improvement Plan (CIP). We anticipate this project costing around \$150,000
 - A consultation from an architectural firm (\$8,500) will be the first step in determining scope of the project and readiness for inclusion in the CIP timeline
 - **Motion to spend \$8,500 on consultation** with the Buildings and Grounds budget made by Paul, seconded by Kathleen. Passed unanimously.
- **Community Outreach:**
 - The Library is partnering with the Mayor's Youth Council on an upcoming commemoration day during Native American Heritage Month. Honorariums for two guests will come out of the Trustee Outreach Budget.
- **Long Range Planning Committee:** No report, did not meet
- **Fine Arts:** No report, did not meet
- **Policy:** The committee is continuing work on the revised Confidentiality policy.

- **Friends of the Keene Public Library:** No report, have yet to meet this month
- **Horatio Colony Museum:** No report, did not meet
- **Cheshire Literacy Coalition:**
 - The Library has reached out to Keene Community Education to be an ongoing resource

Director's Report:

The Board discussed the recent staff in-service day on Friday, November 7

Our 'Gear Library' was a highly rated presentation at a recent conference

The Court Volunteer Program is now on hold

Old Business: No old business

New Business:

Since the 4th of July holiday is on a Saturday in 2026, **Bill made a motion to make Friday, July 3 and Saturday, July 4 holidays for the Library.** Pam seconded the motion. Passed unanimously.

Jane will be hosting a reception after the December 16 board meeting for Trustees and their families.

KPL Staff Liaison, Sean Wiley will be our guest at the December 16 meeting.

Meeting Adjourned: 5:49 p.m.

Meeting Minutes by: Hollie Seiler