Keene Public Library Trustee Meeting Minutes

Date: September 22, 2026

Board Present: Jane Pitts, Kathleen Packard, Don Caruso, Hollie Seiler, Karthik Gowda (virtual), Paul Henkel, Jennifer Friedman, Susan Matthews

Staff Present: Marti Fiske (Director), Susan Bloom (Assistant Director), Amy Kraemer (Youth and Community Services), and Jay Fee (Systems Administrator)

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

Bill Stroup moved to welcome Karthik Gowda into the meeting since he was attending virtually. Susan Matthews seconded. **The Board unanimously approved to welcome Karthik Gowda into the meeting.**

Jennifer Friedman moved to approve the meeting minutes from August, which was seconded by Jane Pitts. **The Board unanimously approved the August meeting minutes as written** and there were no updates to be made.

Committee Reports:

- **Finance** (no August donations)
- **Building and Grounds**
    - There is an air conditioning unit that is not working. Cost will be ~$10,000 and the City will cover.
    - The annual refinishing of the Heberton Hall floors will take place this spring.
    - The railing and cement outside the Library have been repainted.
    - Specifications for the lighting project will be discussed at the next Building and Grounds meeting on Oct 7. The Board will hear more at the October meeting, where specifications for the bidding will go to a vote.
- **Community Outreach** (none)
- **Long Range Planning Committee** (none)
- **Fine Arts**
    - A final decision was made on the hanging system for community art, and the equipment has already arrived.
- **Policy**
    - The next Policy meeting is October 13, where appendixes will continue to be reviewed.
- **Friends of the Keene Public Library**
    - Preparation for the next book sale is underway. Parking has been secured for spots across the street for volunteers. The sale will run from October 23-25.
- **Horatio Colony Museum** (none)
- **Cheshire Literacy Coalition** (none)

Director's Report:

- KPL's Community Reads Book "Woven Through the Sweetgrass" was given to all the Trustees. Over 400 copies have been shared in the community.

- Someone inquired about how to contact the Trustees to have a book removed from the library.
- As of October 18, a new “no trespass” order will go into effect. This means that the Library staff will no longer be able to trespass someone for more than 35 days without bringing the matter to the Trustees.
- Cheri LaCount was given a no trespass order on March 16th and, at the time, the Library did not have the ability to institute an order for less than one year. Marti Fiske requested that we vacate this order. Paul Hinkle moved to vacate the order and Jennifer Friedman seconded. **The Board voted unanimously to vacate the order.**
- The public access station that has been occupying a space in Heberton Hall is closing. With that, Marti Fiske shared some ideas about what to do with the space. Renovations will be necessary to make some of the ideas possible, as well as the addition of a 32-hour position. The Heberton Fund could be used to support this endeavor, as well as the Franchise Fees the Library will continue to receive. The Trustees are open to learning more.

Old Business: (none)

New Business:

- Susan Bloom and Jay Fee presented a proposal for a new website/website provider. The full cost to the Library would be one time fee of $16,240, with an ongoing annual cost of $1,925 for hosting, site maintenance, and technical support, and an annual fee of $275 for our WordPress membership. **Hollie Seiler moved to approve the proposal, seconded by Jane Pitts.**
    - The expectation from the Board is that after this initial investment, the City would cover ongoing maintenance costs associated with the Library’s website.
    - The Library currently has 97 pages on our website, many of which are outdated and will not be migrated as part of the new website.
    - In addition to providing the community with a better navigation experience on the Library’s website, Jay Fee currently does not have permissions for some base level functions. The website migration will fix this.
    - The Board already set aside $25,000 for “other projects” as part of the annual budgeting process, which we could use for the website migration.
    - **Hollie Seiler moved to amend her motion with new language:** *The trustees agree to move forward with the Weblix proposal based on the recommendation of the staff, with an investment of up to $20,000 for the initial migration and first year’s support. Jane Pitts seconded.* **The board unanimously approved to accept the amended motion.**
    - **The board unanimously agreed to move forward with the Weblix proposal based on the recommendation of the staff, with an investment of up to $20,000 for the initial migration and first year’s support.**
- Bill Stroup moved to change the November meeting from the 24th to the 17th and the December meeting from the 22nd to the 15th. This was seconded by Jennifer Friedman. **The Board unanimously voted to change the dates of the November and December Trustee meetings.**
- Jane Pitts updated the Board on the market value of the Harry C. Lichman Trust, which is now over $900k. Half will go to the Library and half will go to the Cheshire Medical Center. This distribution is expected sometime this fall/winter.
- Jennifer Friedman purchased a table for 8 for the upcoming CCCD annual celebration.

Possible Executive Session:

An executive session was held to discuss the Library Director’s annual review. Please refer to the nonpublic session minutes for more information.

Meeting Adjourned: 6:54

Meeting Minutes by: Hollie Seiler