

Keene Public Library
Policy Committee Meeting
Wednesday September 10, 2014, 9am

Present: Kathleen Packard, Bill Stroup, Nancy Vincent

1. The meeting was called to order by Chair Kathleen Packard at 9:15am.
2. The Minutes of the August 13th meeting were presented for approval.
On a motion duly made by Bill Stroup and seconded by Kathleen Packard, it was:

Voted: to accept the August 13th Minutes – *passed unanimously*

3. Committee Meeting:

Old Business:

- a. The committee had a ‘working meeting’ to create the form that is filled out if an individual or group is interested in donating a landscaping-specific item to the library. Several models were reviewed in consideration of the content and style to include. Among the points considered were how to address one time and ongoing maintenance costs. The committee unanimously approved the completed form. The draft will be brought to the Buildings and Grounds Committee for review at their next meeting.

New Business:

- a. The discussion with Gail about creating a programming policy was tabled for a future meeting. This allows for further consideration of the draft which will be presented to the committee for review.
- b. The committee discussed adding direct links for the Gift Policy and the full policy manual in the drop down menu on the library’s web site as well as adding the new Gift Policy to the finance section. Kathleen will communicate with Carrie to update the website.

Meeting adjourned at 10:20am.

Respectfully submitted,

Kathleen Packard
Policy Committee Chair