

## KPL Trustees 3.24.15

The meeting was called to order by President Paul Henkel at 5:19pm.

**Present:** Paul Henkel, Kathleen Packard, Nat Stout, Sally Miller, William Stroup, Judy Putnam, Ken Jue, Beth Truman, City Council liaison Dave Meader, and Director Nancy Vincent

Approval of 2.24 minutes. Moved by Sally to correct minutes NH Charitable Fund balance \$137,000 at end of year.

**Motion** to approve as amended by Judy. Seconded by Sally. Unanimous

**Finance.** First, city budget has been reviewed with John MacLean and City Finance Department. Discussions around revenue projections which are down from last year. Second, due to receipt of bequests the cash on hand in the Trustee funds is in excess of the investment policy.

**Motion** from Judy: take \$20,000 of Elizabeth J Faulkner funds to put into restricted funds. Retain other \$15,000 and put towards Annex project. Seconded by Sally. Passed unanimously. Finance will work with Alan Mendelsohn in investing other cash.

Judy reported that there is a need to refurbish the armchairs on the first floor which were purchased in 1999. Wind River Woodworking, who refinished the chairs in the Green Room and did a very nice job, has submitted a quote for the armchairs. They will coordinate the work with Bemis who will do the upholstery.

Currently there is \$1,000 in the furniture fund. The request is to add \$9,000 to the fund to refinish the chairs. The cost per chair will be \$650

**Motion:** to take majority of David Proper's bequest so an additional \$9000 will be available to fund chair refurbish. Moved by Judy, seconded by Kathleen, passed unanimously.

**Buildings and Grounds:** Kathleen reported that the city is seeking bids for a city wide landscaping services contract which will include snow removal. For landscaping, city is requesting basic weeding and mulching. The library garden beds may need more specialized attention. This issue may be presented to the Friends who have helped with landscaping in the past.

This winter there have been two ice dam issues: Nancy's office and at the bottom of the main staircase.

**Outreach:** no meeting report. It was noted that we will be looking into adaptive technology to make sure our services are fully accessible.

**Long Range Planning:** Jeff Hoover presented the library plans to a joint Heritage Commission and Historic District Commission for advice and comment. The proposed elevator/stair design was shown and also a proposed bus pull-off on West St to make safer stopping area. It will also allow for better traffic flow...

Jeff also presented at an advice and comment session of the Planning Board. The project received favorable comments from both.

Sally presented a report on the project expenses to date and the funding sources.

The Friends are working with a fund raising consultant who will be conducting a feasibility study in April and May. The report is due early in June.

Jeff will be meeting with KLAAC on April 8<sup>th</sup> with designs for the connector.

**Fine arts:** no report.

**Policy:** Smoking in front of the library is a problem as it is an interference to those coming to the library. The recommendation of the Policy committee is to add a sentence to the current "8 Simple Rules" which are rules that define what is and isn't acceptable library behavior. The addition will be to rule 2.

**Motion:** to add the following phrase to rule 2 of the **existing 8 simple rules "this includes keeping entrances accessible and smoke-free"**. Also add that these rules have been accepted by the board of trustees with the date. Moved by Judy, second by Ken, passed unanimously.

"No Smoking" signs will be placed on outside walls on either side of the main entrances and the cigarette receptacle in front of building will be removed.

**Friends:** book sale coming up  
Horatio Colony Museum: no report

**Literacy:** no report

**Director's report:** Ready for Kindergarten program may be hosted here.

NHLTA conference is May 18.

Motion to adjourn at 6.30 by Ken, seconded by Judy, passed unanimously.