

Keene Public Library  
Board of Trustees  
Tuesday, October 27, 2015  
Trustees Room

Present: George Scott, Sally Miller, City Council Liaison David Meader, Judy Putnam, Kathleen Packard, Don Wilmeth, Library Director Nancy Vincent, Bill Stroup, Paul Henkel, Nat Stout.

1. Called to order at 4.58.
2. Approval of Minutes- August 25 and October 6.

With correction of a missing R in “Miller” in the October minutes, a motion to approve made by Don Wilmeth and seconded by George Scott, passed unanimously.

3. Committee Reports:
  - a. Finance

The Finance committee brought forward two motions that it recommends for adoption:

That the Board of Trustees set aside a sum up to \$250 to establish an annual gathering between the Staff of the Library and Trustees for the purpose of promoting the relationship between our two groups.

On a **motion** moved by George Scott and seconded by Judy Putnam, the Board unanimously approved.

That the “Board of Trustees direct that the \$20,000 from the Heberton Hall cost center account that was previously allocated to support a contract between the City and their contractor, Monadnock Economic Development Corporation, to prepare a proposal for tax credits to be redirected toward the covering of costs of a survey of the Library Site, a Site Plan and an appraisal of the property.”

Discussion included the clarification that this is needed for preparing for subsequent requirements that could speed up our building process.

On a **motion** moved by George Scott and seconded by Judy Putnam, the Board unanimously approved.

Treasurer’s Q1 report (see attached).

On a **motion** by Paul Henkel, seconded by George Scott, the Board unanimously approved the acceptance of the report.

On a **motion** made by Sally Miller and seconded by Judy Putnam, the Board unanimously approve acceptance of all first quarter gifts.

- b. Buildings and Grounds. Had regular meeting. Met with Andy Bohannon who now leads . Building maintenance functions for the city, we thank him for attending our meeting. Repaired uneven concrete at front steps. Mums in urns out front.
- c. Community Outreach. No report.
- d. Long Range Planning and KLAAC.

Committee met and had Al Cantor as guest who has been working with fundraising group, and Jack Dugan from Monadnock Economic Development Corporation (MEDC).

Positive fundraising feasibility study. Working group set goal of \$5million. Cantor will be general consultant to the campaign. Honorary chair of the capital campaign is Ernie Hebert. Cochairs are Judy Putnam and Dita Englund. For full fundraising committee membership see minutes from the KLAAC. Campaign manager, Patty Farmer has been hired and will oversee day to day work: Committee is looking for major gifts first looking for 80% of the goal in first few months. New Market Tax Credit Application is in the hands of MEDC who will handle the submissions. The fundraising group has been working with city on receiving gifts and pledges. Each member of the campaign group will make a financial gift. Looking at a three-year pledge period. The KLAAC thanks and commends the Friends of the KPL for support both in terms of funding and in time and energy. "Library Renovation Trust Fund" is the name of the designated fund. The date of the beginning of the public campaign has not been set and is waiting until we have at least a half to three quarters of the goal amount pledged.

- e. Fine Arts. Will report next month on a possible gift. Also noticed discoloration on some of the historical photos in Trustees room and will investigate.
  - f. Policy: No report.
  - g. Friends of the KPL. Fall Book Sale was a success at \$13,500 in the past weekend. Trustees reminded that the Friends already have donations coming in for the next sale. We also discussed ideas for community partnerships at the ends of sales.
  - h. Horatio Colony Museum: No report.
  - i. Cheshire County Literacy Coalition: No report.
4. Director's report: While busy with planning remember the ongoing great programming that is always happening at the library. Upcoming meetings because of holidays: November 17 and December 15.
  5. Old business: Nominating committee has sent suggestions to the mayor regarding one opening We hope to have this filled in the coming month.
  6. New Business: None.

At 5:55pm on a **motion** moved by Judy Putnam and seconded by Don Wilmeth the Board unanimously voted to adjourn.

Next Meeting: November 17, 2015