

Keene Public Library

Board of Trustees

Minutes for February 23, 2016

Called to order at 5.05pm

Present: Library Director, Nancy Vincent; Trustees William Stroup, Kathleen Packard, Don Wilmeth, Judy Putnam, Sally Miller, Jennifer DeCosta, Ken Jue, Nat Stout, Paul Henkel, and (via teleconference) Charles Redfern; City Council Liaison Carl Jacobs; KPL Campaign Manager Patty Farmer

Minutes of the January meeting accepted unanimously on a motion by Judy Putnam seconded by Don Wilmeth.

The meeting began with the introduction of Patty Farmer as the manager of the KPL campaign for the library expansion project. Ms. Farmer discussed her experiences with fundraising, shared materials for the current stage of the campaign, and answered other questions about her role. The trustees thanked the KLAAC for retaining Ms. Farmer's services in this important organizational role. The website for the campaign is KPLcampaign.org

Finance Committee: This committee has met, including meetings with Tappe architects, to proceed with a study of projected operating costs associated with the expansion project. This study will be shared with City Councilors before the March 17 vote on CIP projects. This committee, working with the Library Director and the KLAAC, shared with all trustees a chart with a timeline for various steps in city approval processes for the expansion project, from completed items such as a filing for zoning change on Feb 1, through reviews by the Planning Board, Historic District Commission, and TIF through April 28th. A copy of this timeframe, updated, is available from the Library Director, and trustees are encouraged to participate in these meetings. Councilor Jacobs shared some of the questions about bonding issues and debt limits for the city that have been raised in council discussions so far this terms.

The previously approved amount of \$4000 from the trustee budget for creation of model of the expansion project being developed through George Scott's work with the Architecture program at Keene State will be used to bring that project forward.

Building and Grounds committee did not meet, but plan to use budgeted amount of \$1400 from trustee funds to pay for plantings.

Community Outreach committee did not meet this month, but a review of programming offered by the library during school vacation weeks was singled out for appreciation by a number of area families.

Long Range planning committee: As discussed under finance, above, the KLAAC has been working both on a detailed timeline for project approval as well as on the soon-to-be-released study of Operating Costs Analysis. After discussion a planned motion about the creation of an LLC subsequent to the New

Market Tax Credits sought for funding the annex project was tabled so that the KLAAC could consult with the city attorney and a proper motion is expected in March.

The Fine Arts committee met with members of the Policy committee to discuss the possibility of developing a new form or change in policy language regarding the gift of works of art. The members of the Fine Arts committee will continue to research the matter and will bring forward future motions as necessary.

The Policy committee, which introduced a motion for a bylaw change at the January meeting as required, made the following change on a motion by William Stroup seconded by Judy Putnam and passed unanimously, that

MOTION: Under Trustee Bylaws Article VI Section 2 Advisory committees where it now reads:

“A Library Annex Committee whose duties shall be”

It should now read

“A Keene Library Annex Advisory Committee (KLAAC) whose duties shall be”

Friends of the Keene Public Library: George Scott has been liaison from the trustees to the Friends but can no longer serve in this role and seeks a permanent replacement. The Friends’ annual meeting will be on June 9 featuring author Lily King.

Horatio Colony Museum: No report

Cheshire County Literacy Coalition: No report.

Director’s Report. The budget for the upcoming fiscal year has been submitted with no increases. We currently have 29 staff with approximately 2/3 now part-time.

On a motion by Ken Jue seconded by Judy Putnam the meeting adjourned at 6.15pm

Next meeting March 22 at 5pm.

Submitted by William Stroup, Secretary