

Keene Public Library  
Board of Trustees Meeting

September 26, 2016

**Present:** Trustees Kathleen Packard, Charles Redfern, Don Wilmeth, George Scott, Paul Henkel, Judy Putnam, William Stroup, Sally Miller, Jennifer DeCosta, Kenneth Jue; City Council Liaison Carl Jacobs; Library Director Nancy Vincent

Meeting called to order at 5pm.

The meeting began by welcoming Paul Henkel back after his accident. President Packard shared a copy of the list of current committees, asking for corrections as needed.

We noted that with the late-year holidays we would adjust the meetings for the last two months of the year. November 15<sup>th</sup> at 5pm and December 20<sup>th</sup> at 5pm at the Horatio Colony House Museum. We thank Anita Carroll-Weldon for her help with arranging this annual tradition.

Minutes for the August meeting were approved unanimously on a **motion** by Judy Putnam seconded by Ken Jue.

Committee reports:

**Finance:** Met to discuss City held trust funds.

**Motion:** The Trustees request the City to enter into a contract with Tappe architects for construction administration for the library renovation project. Monies can, but not necessarily will, come from the library renovation trust. Moved by Judy Putnam seconded by Don Wilmeth.

In discussion, question about whether “City” here meant going back to the city council or working with the City Manager. Answer was the latter. Motion passed unanimously.

**Buildings and Grounds:** Building railings will need to be replaced soon. One water heater failed and is being replaced. Committee will be meeting with an arborist soon. New building mechanic is Dan McLaughlin.

**Community Outreach** will be setting up a meeting soon.

**Long Range Planning:** This committee will be reporting with KLAAC for the duration of the renovation project. Fundraising update: pledges up to 2/3 of project costs. Oct 13 Donor Event and Oct 22 Public Event coming up. Working on construction management team after the first of the year. George Scott is working on an “inventory of historic building” towards possible historic status. State librarian Michael York visited to look at buildings and will consult as to whether historic building status would qualify the library for tax credits.

**Fine Arts:** no report

**Policy:** no report

**Friends:** Kathleen Packard reported that the Friends were very excited to see the architectural model. Library website now has printable Friends' of the KPL membership form.

**Horatio Colony Museum:** No report, but check website for events

**Literacy Coalition:** Jennifer DeCoste reported on a productive Sept 8 meeting that returned to the roots of this county-wide coalition supporting literacy efforts and existing programs, especially for adult learners. Her work on this group will continue as it becomes more active again.

**Director's report:** The shed near the entrance is now gone. Homestead Garden club wants to know more about the renovation project towards plans for continued collaboration.

**Old Business:** The nominations for 2016-17 officers were delayed from August. The new set of nominees is President Kathleen Packard, Vice President William Stroup, Treasurer Judy Putnam, and Secretary Nat Stout. Motion to nominate by Sally Miller seconded by Charles Redfern and passed unanimously.

Sally Miller reminded Trustees of time to meet with Staff on Oct 14 at 4.30.

**Motion** to adjourn by Judy Putnam seconded Sally Miller, unanimous at 6.03pm

Submitted by William Stroup