

**Keene Public Library  
Board of Trustees  
January 24, 2017  
Trustees Room, KPL**

**Present:** Trustees: Kathleen Packard; William Stroup; Paul Henkel; Ken Jue; Judy Putnam; Jennifer Alexander; Sally Miller; George Scott; Charles Redfern (via phone); Nat Stout; Don Wilmeth; Library Director, Nancy Vincent

The meeting was called to order by President Kathleen Packard at 5.05pm.

The minutes from the December meeting were approved with a correction of “Thayer” oak in the Buildings and Grounds portion.

**Motion** to approve as corrected by Paul Henkel, seconded Judy Putnam, approved unanimously.

***Committee Reports:***

**Finance:** The finance committee did not meet in the morning of Jan 24 because of a winter storm, but did have the second quarter report to present. See attached. Motion to accept gifts listed in the report by Sally Miller, seconded by Ken Jue, passed unanimously. Motion to accept the report as written by Ken Jue seconded Sally Miller, passed unanimously.

**Buildings and Grounds:** The Thayer Oak has been trimmed of dead branches that were at risk of falling. Selective trimming on the Insurance Oak (closer to NGM) was done at the same time. This bill is not yet received. For the period of upcoming construction Cheshire TV will not be able to stay in the front of the Pond Mansion, and have determined that the Kay Fox room in the Main Library should be suitable as a transition space. A problem with one of the boilers has been fixed. There was a leak in the youth department caused by an ice dam, but Melanson roofing found no permanent damage to the roof. The committee will meet again on Feb 1.

**Community Outreach:** Jennifer reported that this committee has been looking at the benefits and issues with a door counter to determine the number of visitors to the library. The Friends of the KPL have pledged \$1600 towards such a purchase, however the City has raised a caution about the ongoing hosting of its software components and data storage. Paul Henkel inquired about whether the equipment would have a guarantee and also about whether any purchase now would be obsolete when the library has multiple entrances after the expansion project.

**Long Range Planning and KLAAC:** See KLAAC minutes for other details. The subcommittees listed in last month’s minutes have been formed and begun meeting [see attachment distributed by Sally Miller for details] The City has a contract with Monadnock Economic Development Committee for the project. Major news of a matching challenge grant of \$400,000 for our capital campaign could help get us near the total goal for private fundraising. Tours of the Library Annex have been scheduled for upcoming dates. The KLAAC will next meet on February 8<sup>th</sup>.

**Fine Arts:** No report

**Policy:** No report. Will meet this month.

**Friends of the KPL:** The big spring book sale will be April 7, 8, and 9. After that sale everything will be moved out of the current storage spaces in preparation for the building project. Discussions with Chris Coates about possible locations within County offices are ongoing.

**Horatio Colony Museum:** A collaboration between the Colony House museum and the Thorne-Sagendorph Art Gallery at Keene State will allow some of the objects in the Museum's collection that are normally not on view to be a part of the exhibit "At Home: A Teaching and Learning Installation." This will be on view from February 9 through March 26 at KSC.

**Director's Report:** Nancy Vincent reported that the annual City Budget is due next month. She will distribute to Trustees the dates of the public hearing before adoption. Architect Jeff Hoover is meeting with the City review team on 1/25. Design documents are 90% completed, and meeting with Fire department and Engineers are also upcoming. Staff are looking into the amount of space taken up by the Framed Art collection, which have long been a part of our collection but have very low circulation numbers. Congratulations to winners of Keene Trendsetter awards; Trustee Jennifer Alexander and former staff member and volunteer Yves Gakunde.

**New Business:** William Stroup will be speaking at Keene State on February 14<sup>th</sup> at 4pm in a talk sponsored by the Environmental Studies Department.

**Old Business:** The Thayer trustees are pleased to name President Packard—now at the end of her term as a city-appointed trustee—as a new Thayer trustee. Vacancies within city appointed membership on the board are being considered by the online self-nomination process. The nominating committee expects to have more information at our February meeting.

**Motion** to adjourn by Ken Jue seconded Judy Putnam. Meeting adjourned at 6.05pm

Submitted by William Stroup, Vice President, filling in for Nat Stout