

KEENE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, October 22, 2013

Present: Kathleen Packard, William Stroup, Sally Miller, Judy Putnam, Judy Noonan, George Scott (incoming trustee), Nat Stout, Paul Henkel, Lynn Simington, Georgia Tasoulas, and Library Director Nancy Vincent.

1. Meeting called to order at 5:02 pm
2. The minutes of September 24 were presented for approval.

On a motion duly made by Judy Putnam and seconded by Judy Noonan, it was:

VOTED: to accept the September 24th minutes - passed unanimously.

3. Committee reports:

- a. Finance committee:

Treasurer Judy Putnam presented the first quarter report on trustee funds (attachment).

On a motion duly made by Sally Miller and seconded by Judy Noonan, it was:

VOTED: to accept all first quarter gifts and grants listed in the report - passed unanimously.

On a motion duly made by Sally Miller and seconded by Nat Stout, it was:

VOTED: to accept the treasurer's report for Q1 2013-14 - passed unanimously

The Finance committee met on October 22. For the library to proceed with plans for possibly joining the main building and the Annex we must have conceptual designs, the cost of which may be \$100,000. The Finance Committee has been working to develop partnerships for this part of the process, including the Friends of the Library and the Putnam Foundation.

On a motion duly made by Kathleen Packard and seconded by Judy Putnam, it was:

VOTED: to authorize the use of up to \$30,000 from the Heberton Hall Cost Center (jointly held by the City, the Friends, and the Trustees) for the conceptual design process - passed unanimously.

The Trustees expressed their thanks to the Friends and to the Putnam Foundation for partnership in the balance of the funds for allowing this project to move forward with a request for proposals.

The Finance Committee reminded the trustees of the renewal of our New Hampshire Library Trustee Association membership with updated information.

- b. Buildings and Grounds:
This committee has met regarding immediate needs of road construction project on Winter Street. Also, though the warm weather is over for the time being, repairs continue on the air conditioning systems in the library.
- c. Community Outreach:
There is a new school district program to advertise library cards. The library also has a new 3D printer in library and is providing programming and training for its use.
- d. Long Range Planning:
Sally Miller reported that the committee met earlier in the day on October 22 to discuss partnerships and procedures for planning the conceptual design phase of the library's improvement, including communication with several partners. Using the estimated figure of \$100,000 for the cost of the conceptual design phase of the project to join the buildings, the committee came up with the plan approved by the Friends (see below) for collaborative funding of this venture. This advisory committee will continue to update the Trustees on its work.
- c. Policy Committee: no report
- d. Fine Arts committee: no report
- e. Friends of the Library:
Fall book sale brought in a best ever total of \$14,888. This has caused the Friends to change future plans to include a three-day Friday through Sunday sale. The Friends approved up to \$60,000 towards the conceptual design process for the annex renovations and up to \$30,000 from the Heberton Hall Cost Center for this process as well. An additional fund of up to \$20,000 from the Putnam Foundation has been approved for this stage of the project. The Trustees acknowledge with gratitude the extraordinary support of the Friends organization in the growth and effectiveness of the Library.
- f. Horatio Colony Museum: no report
- g. Literary Coalition: no report.
- 4. Director's report:
Update on Winter Street infrastructure. Circulation levels have been stable even with the Winter Street infrastructure process. We still hope that the planned date of November 15th will see the completion of this project. On October 30th at 7 pm the library will host a discussion of William Styron's memoir *Darkness Visible*, sponsored by Monadnock Family Services, to accompany a vigil in support of mental health needs.
- 5. Old business:
Two names have been forwarded to the City Council for new trustees to fill current vacancies on the board, which will be voted on before our next meeting.
- 6. New business:
The Trustees thank the Putnam Foundation for its support.

On a motion duly made by Judy Noonan and seconded Kathleen Packard, it was:

VOTED: to adjourn the meeting - passed unanimously.

Meeting adjourned at 6:07 pm.

Submitted by

William Stroup
Secretary

Next Meeting:
Tuesday, November 19, 2013
5:00 PM
Keene Public Library