



CITY OF CONCORD MEETING Minutes

CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, February 1, 2016
6:00 PM
Shakespeare Room

AGENDA

In Attendance: Todd Fabian, Lisa Sands, Megan De Vorse, Mary Beth Robinson, Chris Casco, Mike Alberici, Jeremy Clemans, Chani Marchiselli, Guest: Scott Preston Hardy

- Call to Order:

Jeremy Clemans called the meeting to order at 6:04 pm.

- Accept minutes of January 4, 2016 monthly meeting:

Jeremy moved to accept the January 4, 2016 minutes and Megan De Vorse seconded the motion. The motion passed.

- Library Director's Report and Monthly Update:

The Roof Project is completed and final inspections will be conducted soon.

New shelving for CD/DVD display has been installed. The music CDs are in the process of being relabeled with a more patron friendly organizational system, which is by genre.

Maintenance projects coming up in 2016 include new flooring in the library auditorium and painting the ceiling on the main floor.

The state of the Penacook branch was discussed at a City Council Priorities session. Minor maintenance issues will continue to be addressed by the Library Director and Public Properties.

Circulation for January was up. July –Dec. circulation was up 10% or more per month. Hours were changed in July. Todd Fabian is exploring a more consistent model of library hours and is looking into adjusting library “seasons.”

Public comment:

Scott Preston Hardy attended the meeting and made a suggestion regarding a glitch in the automation system that he thought occurred when patrons returned Chromebooks after checking them out.

The Library Director indicated that a secondary check has been implemented at the end of the night to verify Chromebooks are not outstanding, and no patrons have fines for late returned Chromebooks.

Policies:

There was a discussion and clarification of two new policies, including loan periods and borrowing limits. Megan Devorsey moved to approve the new policies and Lisa Sands seconded the motion. The motion passed.

The Chromebook Loan agreement policy was tabled in order to review, amend and make minor corrections for the March meeting.

The Director reported that the percentage of patrons using downloadable eBooks and audiobooks is up and growing fast.

- CPL Foundation Update:

Chris Casco will be attending CPL Foundation meetings in the future.

The CPLF is currently in middle of a fund drive.

The Foundation received a donation to benefit the Children's Room.

The CPL Foundation also received a significant gift.

- New Business:

Todd Fabian will send new policies for Trustee review for the March meeting.

- Old Business:

None.

- Next Meeting:

Monday, March 7, 2016 at 6:00 pm.

- Adjournment:

Jeremy Clemans move to adjourn at 6:58 pm. Megan De Vorsey seconded the motion and the motion was approved.

All City of Concord public meetings are accessible for persons with disabilities. Any person who feels that he or she may be unable to participate in a City of Concord public meeting due to a disability should, to the extent possible, call (603) 225-8570 at least 48 hours prior to the meeting so that a reasonable accommodation can be arranged.