

CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES
DRAFT MEETING MINUTES
Monday, September 8, 2025, 6:00 PM
Shakespeare Room

In Attendance: Chris Casco; Norm Kinsler, Chair; Ceillie Clark-Keane; Stephanie Simard; Jeremy Clemans; Mathew Bose, Assistant Director/Head of Technical Services

1. N. Kinsler called the meeting to order at 6:05 p.m.
2. The first agenda item was to approve the minutes of the meeting held on June 2, 2025. By motion of C. Clarke-Keane, seconded by S. Simard, the board adopted the minutes by unanimous vote. (J. Clemans abstained because he did not attend the meeting).
3. The next item was public comment. There was no public comment.
4. Library Director's Report and Monthly Update- M. Bose- The Children's Room Director, Becky Kasten, left for a new position out of State. Interviews are ongoing to hire a replacement. There is also a library page position open and in the process of being filled. The new lift is nearly ready to go which will allow for programming to be held in the lower level space. Some improvements are ongoing outside, including a new bike rack. The flooring project is complete. The gates for the RFID check-out system have been installed. The conversion process will begin and take approximately a year. There will be a delayed opening on Thursday, September 11th to allow for staff training. The conversion will start with the most circulated items. New legislation, HB 273 passed which creates an exception to confidentiality to allow parents to request their children's check out histories. It does not apply to past checkouts or to allow review of other things such as their browsing history on library computers. An issue to be addressed is what proof that the person requesting the history is the parent will be required. There will be an update on library policies/procedures to implement the law. There has been a 5 percent increase in circulation over last year. As to

new books, they are ordered to the same extent as in the past. Purchasing print is the same as it has been, although the electronic platforms provide additional materials.

5. CPL Foundation Update- S. Simard updated the board as she joined the foundation over the summer although they have not met. J. West continues to also serve on the foundation. She is heavily involved with the foundation and its critical work. The foundation will spearhead the effort to build a new library. A draft of the citywide mailer for the annual fundraising campaign is in process.

6. New Business- Election of officers- Chair- N. Kinsler, by motion of J. Clemans, seconded by C. Casco, and adopted by unanimous vote. Vice Chair- J. Clemans by motion of C. Casco, seconded by N. Kinsler, and adopted by unanimous vote. Secretary- C. Casco, by motion of J. Clemans, seconded by N. Kinsler, and approved by unanimous vote.

7. Old Business- S. Simard reviewed the question of trustees becoming members of the NH Library Trustees Association which T. Fabian indicated can be paid for with library funds. Trustees all expressed an interest in membership. The next conference is 10/25 in Barrington, NH.

8. Next Meeting- October 6, 2025

9. Adjournment- By motion of J. Clemans, seconded by S. Simard, the meeting concluded by unanimous vote at 6:23 p.m.

Respectfully submitted by:

Chris Casco, Secretary

Date: September 9, 2025