

# CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

## Minutes

Monday, October 3, 2022

6:00 PM

### Library Blanchard Room

In Attendance: Jeremy Clemans, Chris Casco, Ray Connor, the Library Director-Todd Fabian, Norm Kinsler, Michelle Marino, Charles O'Leary, Lisa Sands, Ali Sekou

1. J. Clemans calls to order at 6:00 pm

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2. Accept Minutes of September 12, 2022, monthly meeting - C. Casco motions to accept; N. Kinsler seconds.

3. Public Comments – None.

4. Library Director's Report and Monthly Update

- Summer Report - A new item in the Children's department is the orange Book Packs - they contain a Playaway device and a book. We also have Wonderbooks which is a book with a built-in listening device attached to the inside. Both can be listened to with headphones.
- Statistics - The Director handed out a two-sided sheet with a snapshot of the library's all-time statistics and statistics for this calendar year from when CPL went live with their current system - daily circ days of the week Sun through Sat. Circulation statistics are broken down hourly and daily. Monday is the most active day, with Tuesday being the second busiest day. Wed and Thurs next with Fri and Sat being the slowest days. The busiest times of day in the library are 10-11 am and 3-4 pm - this is the "power user" time. This data will guide our data when we decide on programming in the future.
- Questions on the Summer Snapshot - J. Clemans asked if the Summer Report could be attached to the meeting minutes so the City Council and the public at large can see what the library has accomplished over the summer. All agree - the report will be attached to this month's minutes.
- R. Connor suggested that one of the Trustees write a letter to The Concord Monitor regarding what went on over the summer. The Director thought that maybe a year-end recap could be done in December, going over what went on during the entire year and presented to the Monitor.
- A. Sekou suggested adding something to the CPL Library website regarding the library's accomplishments. J. Clemans thought of adding facts to the monthly newsletter as well - put the information in both spots to hit different targets depending on how the community receives their library information. This is all part of advocacy - we want people to know about all of the good things that are happening in the library.
- This week the library will do its first in-person program at two different locations with the e-bikes (named Abbot and Downing) at Rollins Park and Keach Park.

- The Director asked the City Manager if we could possibly have a remote option (that was discussed last month) so we could have the potential to have our meetings 100% remote for the benefit of the public who may not be able to attend in person - this option was denied.
- A. Sekou would like to see demographic information on who is checking out resources at the library. The Director replied that due to privacy concerns, the only information that could be shared is how many adult cards and juvenile cards we have in the community and from which wards.
- A. Sekou said Kudos to the Director and their team at the recently held Multicultural Day! It was very successful. The staff showed the public, including those from outside of the Concord community, what the CPL has to offer and found people to be very interested.
- N. Kinsler suggested that perhaps the Foundation could provide a possible scholarship for the \$100 fee for a non-Concord resident to obtain a CPL library card. We could have an application process and it could be need-based. Library programming is available to members outside of the community.
- R. Connor asked about vacation cards - for people who are stopping through town for a short period time - allowing access so they can check out resources while they are in town. J. Clemans suggested a digital visitors card for digital items instead of hard copy items.

#### 5. CPL Foundation Update

- A. Sekou states that the letter is being sent out for the Annual Appeal.
- The Foundation is looking at partnering with other organizations to see what can be done for the library.
- The Foundation is working on promotion and advocacy.
- K. Landsmen resigned from the Foundation due to personal reasons.

#### 6. New Business

- CPL will start Trivia back up at Lithermans.

#### 7. Old Business

- Bulletin Board Policy update – The City’s Legal Department reviewed the policy and made some editing changes. N. Kinsler notes that there is a typo in the first paragraph of the policy and in paragraph number 6. The Director made a note and will make the changes. J. Clemans moves to accept the updated Bulletin Board policy with the two proposed edits. N. Kinsler seconds.
- Penacook hours - Tuesday, 9-2 and Thursday, 12-5. The Penacook Branch is now open a second day each week.
- J. Clemans asked about Concord Reads – The library is looking at some long-term ideas with doing an online presentation vs face-to-face author event.
- L. Sands asked about a Humanities Council partnership. The Director noted that the library has worked with the Humanities Council in the past, but will look into their current offerings for possible collaboration.

#### 8. Next Meeting on November 7, 2022.

9. C. Casco motions to adjourn 6:50 pm; A. Sekou seconds.