

# CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

## Minutes

Monday, November 7, 2022

6:00 PM

**Library Blanchard Room**

In Attendance: Jeremy Clemans, Chris Casco, the Library Director-Todd Fabian, Norm Kinsler, Michelle Marino, Lisa Sands

1. J. Clemans calls the meeting to order at 6:06 p.m.

2. Accept the Monthly Meeting Minutes from the Trustees' October 3, 2022 monthly meeting - C. Casco motions to accept, N. Kinsler seconds. Motion unanimously approved.

3. Public Comments – none.

4. Library Director's Report and Monthly Update

- The library's sign at the Heights Branch is now up - it accompanies the Parks & Rec Sign. It has an open sign visible during operating hours.
- The e-bikes went out quite a bit last week. The warmer weather helps get them out and about. The bikes are pedal-assist, requiring a learning experience - five or six staff members are training on the e-bikes. They are excellent outreach marketing - the e-bikes are reaching parts of the community that the librarians have not gotten to in the past.
- In a few weeks, the e-bikes will not be in service due to the winter season.
- *The Concord Monitor* and *The Laconia Daily Sun* published an article in October which included CPL's e-bikes.
- People can connect to the e-bikes' Wi-Fi hotspot and sign up for a library card at the bike stations.
- Currently the e-bikes are being stored in the lower lounge of the library. They will be displayed somewhere prime on the first floor during winter so patrons can see them.
- For safety reasons, the Library Director has instituted a safety rule of avoiding Loudon Road when riding the e-bikes. Instead, the e-bike riders have been taking Horseshoe Pond, which comes out by Merrill Park, then East Side Drive to Hazen Drive to avoid the vehicular traffic on Loudon Road.
- In the future, when there is room, the one or both of the e-bikes may be stored at the Heights branch location.
- So far, news about the Abbot & Downing e-bikes' whereabouts has been publicized through different types of marketing – the library's newsletter, website, Facebook, etc.
- Programming outside of the building has been a focus of CPL since Covid. For example: Take & Makes, Photo Scavenger Hunt, etc.

- CPL's grant application to the Concord Library Foundation has been approved - approximately \$14,000 - for a new 3D printer, virtual reality headset, and software database for library staff for collating and collecting data for programming for families so they can create an account for each child and follow along with them as they progress. The Director will send a report to the Trustees regarding the items that will be purchased with the grant. The money should be in hand by January.
- City money will be used for programming. This is separate from the grant money from the Foundation.
- The Library of Things - approx. 15 to 20 unique things - will hit the ground running soon. There is quite a variety of items: Ukuleles, car diagnostic readers, etc.
- Archival staff have been utilizing the free trial through Omeka -a remote-hosted site to browse through the library's materials (digitized) so patrons can eventually access them from home. This is an area of potential growth - digitizing the Concord Room's artifacts.
- As soon as the Director hears about a public hearing regarding the Penacook Branch, he will let the Trustees know. The next step is to develop a plan moving forward.
- Stats have been low at the Penacook Branch despite the fact that it is now open 2 days a week. One possible reason for this could be that the current location is not very walkable.

#### 5. CPL Foundation Update

- The Foundation's annual appeal letter has been mailed out.

#### 6. New Business

- none

#### 7. Old Business

- none

8. Next Meeting is on Monday, December 5, 2022 at 6:00 p.m. in the library's Blanchard Room.

9. J. Clemans motions to adjourn the meeting at 6:33 pm, C. Casco seconds. Motion unanimously approved.