

CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

Monday, October 5, 2020

6:00 PM

Virtual Meeting vis Zoom

In Attendance: Jeremy Clemans, Chris Casco, Ray Conner, Library Director-Todd Fabian, Becky Herrmann, Norman Kinsler, Michelle Marino, Charles O'Leary, Lisa Sands

- Call to Order: B. Herrmann calls the meeting to order 6:04 pm
- Library Director reads COVID-19 Executive Order 2020-04
- R. Conner moves to accept the minutes of September 8, 2020, monthly meeting, J. Clemens seconds.
- B. Herrmann recaps of Architects Presentation/Discussion of City Council
 - City Council was very positive and enthusiastic about the library design
 - Counselors were Interested in design and on board with the concept
 - Questions asked were re: garden access, size, library layout
- Foundation is sending out their annual appeal in a few weeks
- The Director said some patrons have asked about parking, based on the Concord Monitor article on the renovation plan.
 - The Director response is that parking is not part of the first phase of the design. But it will be considered when we get to the next phase of design.
 - L. Sands commented on what a great opportunity and privilege she feels to work with the architects.
 - N. Kinlser asks about the difficulty with obtaining funding for the redesign. We will have to see what the City Council wants to do moving forward.
- Library Director's Report and Monthly Update on COVID Plans
 - Expecting a report on the quarterly data on city revenue
 - Search may be back on for new Youth Services position candidate - he will have more information soon, if revenues are positive we may be able to start the hiring process again before January.
 - Virtual programming - a lot of people sign up but not a lot of people attend. The sign up numbers have been impressive though
 - The Director sent a memo to City Council to see how CPL compares service-wise to other large libraries in NH. Some comparisons:
 - Manchester and Hampton library has just started patrons in the building to browse their collection. Closed on Saturdays
 - Nashua closed still except for computer appts and curbside.
 - Portsmouth is closed except for computer appts and curbside.
 - Laconia library hands out 1 hour passes, no masks required in Laconia.
 - Lebanon is only open for outdoor pickup and has no plans to let patrons browse anytime soon.
 - Rochester and Derry require appointments to browse.
 - NH State library requires an appointment to visit the library
 - The CPL is proud to be providing as many, if not more services than any other library in NH.
 - Staff morale is good - staff meetings are happening now and routine is becoming more normal
 - Staff is less anxious than a few months ago

- R. Conner asks if a system is in place in regards to closing the library if someone in the community/library tests positive for COVID. The Director response is that they are following the trends of the community and city government and the phases Concord is implementing regarding positive COVID cases
 - Trustee appointment - met with a candidate from New American Africans, now that candidate will go on to interview/meet with the City Manager
- CPL Foundation Update
 - Spent some time developing survey of their members regarding what the diversity, strengths and weaknesses are of the board, trying to find gaps and voids to fill in the foundation
 - B. Herrmann would like the CPL board to fill out such a survey to see where our strengths and weaknesses are. This will be sent out before the next meeting
 - The Foundation gave the Library Director a gift of a \$15,000 financial grant to spend as they see fit. The process has been started to get that approved with the City Council. They are prioritizing what to do with those funds.
- Stand Up for Racial Justice Group- asking what kind of diversity and equity inclusion does the city offer, what is the library doing...B. Herrmann said the city has a contract with an outside presenter to do city-wide training
 - B. Herrmann wants to know if she should meet with the SURJ group to move ahead with discussing the group requests. If it staff-related the Director would like to talk to the group himself.
 - R. Connor thinks they would like to do a preliminary introduction and see how the CPL is promoting social justice work in our community - start a conversation about how they can collaborate
 - If the CPL partners with a group, the group should be apolitical
 - R. Conner states that this group is interested in social justice
 - L. Sands recommends that we get the message out about the CPL's programming and materials that can aid different community members.
 - B. Herrmann asks how do we get diverse community members into the library? How can the CPL serve them?
 - The Director states that one of the first goals when the Heights branch reopens is to see how the CPL can serve that population
 - L. Sands asked how the CPL is doing with virtual library card signups. The Director states that a few hundred new cards were given out. CPL is behind what they would normally be but the virtual services appeal to a certain group.
 - Curbside pickup is to continue through December. It will be moved to the front door.
 - C. Casco asks if there is a cap on curbside pickup? The Director states that he believes that the cap is at 8 items. But it is not a hard and fast rule.
 - Reference questions are through the roof. Physically borrowing materials for home schooling curriculums - there has not been an increase.
 - L. Sands asks about statistics on an increase of Libby users. The Director states that since the pandemic hit, usage has been up.
 - N. Kinsler - asks if the public has reached out to the board members with issues of concern. Jeremey, Lisa, Chris - Trustee members who have been on the board longer - J. Clemans states no. B. Herrmann suggest we do an online open house with the Trustees - "Meet the Trustees"
- Public Comments
 - None
- Next meeting: November 2, 2020
- R. Conner motions to adjourn at 6:56 pm, J. Clemans seconds the motion.