



CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES  
Meeting Minutes  
**Monday, June 26, 2023 6:00 PM**  
Blanchard Room

Attendance: Jeremy Clemans; Chris Casco; Todd Fabian, Library Director; Charles O'Leary; Ali Sekou

The first agenda item was the Call to Order by J. Clemans at 6:21 p.m. after waiting for a quorum.

The minutes of the May 1, 2023 monthly meeting were adopted by unanimous vote, by motion of Mr. O'Leary, seconded by Mr. Sekou.

There was no public comment.

T. Fabian gave the director's report. The e-bikes are off to a strong start. The goal is to visit all 10 wards in Concord this season. Operators need to be certified after a safety course with the police. There have been many events so far but those events have mostly occurred during the week. Some weeks they get out 3 times whereas others they may only get out once. They are determining which events to attend. E-bikes are operating well. The e-bike schedule is on the website. Some events are announced the night before. The draw is that the e-bikes are a conversation piece and spark interest in the library. Giving out cards is an exciting function of the e-bikes.

The next agenda item was the CPL Foundation update. A partnership meeting will be planned for October with the trustees and the Foundation. The logistics can be discussed at the September meeting. We need to decide how to frame that meeting. We can give them our thoughts, specifically as to a new library building. The meeting will be posted in accordance with the Right to Know law. The Foundation has a new chair. There will be a new City Council next year as elections happen this fall. The Foundation gave a swag bag for staff as an

appreciation. Staff members were happy and surprised. Mr. Sekou attended the Foundation's recent meeting. They discussed upcoming building projects. They have 3 new members. They want to join with the library trustees to collaborate and have a joint meeting to initiate a collaboration. The Foundation will not meet again until September. Two Yates awards will be given later this year since it has been delayed. The award honors individuals in the greater Concord area who are actively engaged in inspiring young people to read. The nomination form is available through the Foundation's website:  
<https://www.concordlibraryfoundation.org/yates-award>.

During the recent City budget, the main Library building project was not discussed. The main Library project is the largest upcoming project. With the recent periods of heavy rain, another roof leak occurred. Although the new roof from five years ago has been re-sealed, there is still a problem due to the age of the existing building.

A return bin will be unveiled at the Heights library branch. The return bin will be on wheels inside the Community Center and therefore available when the Community Center is open. It has been purchased. Once it arrives, it will be constructed and put into the building. Promotion will be done once unveiled. It was funded by book sales.

As to new business, Library Director T. Fabian said that the summer reading program has started off well. It is too early to compare the participation numbers to last year. By July 4, the Library will have a better idea about the data. The Library's requested budget was approved by the City Council. The requested budget will allow the Library to continue with its current services. No large expenditures were requested. We received what we asked for. Next year, there may be some large requests due to the new Penacook branch, including a request for additional staff. Director Fabian is planning on studying the Library's current staffing, future staffing needs, and comparing those numbers to other comparably sized libraries in the State. For example, the full-time equivalent positions (FTEPs) here will be compared with other libraries' FTEPs to get an idea of what our needs are now and moving forward.

Jennifer Needham is the new archivist. Director Fabian will make arrangements for her to come to one of our meetings so that she can be introduced to the trustees. She is one of three division heads so it is great

having her onboard. She had a similar job in another state. She is skilled in outreach also.

As to old business, J. Clemans initiated a discussion of generating interest for the Library. Various ideas were discussed. Discussion included the topic of library cards and how the percentage of Concord residents who possess a library card could be a good metric for highlighting the Library's importance for the City's residents. The Trustees discussed ideas for increasing the percentage of residents who possess a library card. The discussion also included how the Library has value beyond books. For example, the Library offers free internet access. The additional resources that the Library offers can attract more patrons. Libraries can be community centers. Many types of activities can be done at a Library. More broad-reaching activities can generate interest. More promotion can generate interest even for things beyond the core activities. There are many more offerings/services being provided now at the Library than were traditionally provided before.

The next Trustee meeting is Monday, September 11, 2023.

The meeting adjourned at 7:05 p.m. by unanimous vote.

Respectfully submitted by:

Chris Casko