

# CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

## Minutes

Monday, June 3, 2019

6:00 PM

Auditorium

In Attendance: Todd Fabian, Jeremy Clemans, Megan De Vorsey, Chris Casco, Charles O'Leary, Michelle Marino, Becky Hermann, Lisa Sands

- Call to Order: Jeremy Clemans 6:02 p.m.
- The minutes of the April 1, 2019, meeting and the May 6, 2019, were discussed. Two errors were noted: in the April minutes the word March was omitted. In the May minutes the meeting venue should have noted the Shakespeare Room. With these 2 changes J. Clemans moved that the meetings for April and May be approved. C. Casco seconded the motion. The Trustees voted to approve the minutes of April and May.
- Public Comment: None
- Library Director's Report and Monthly Update:
  - The Library Director noted that the Trustees are temporarily short of Trustees. Some new candidates are slated to be interviewed by the City Manager. The Library Director said that a quorum is 5, but the Trustees may want to consider changing the definition of a quorum to half + 1.
  - The Library Director explained to the Trustees that there is an issue with some patrons allowing non-resident friends and family to use their library cards. Sometimes this illicit use becomes burdensome on both financial resources and employee resources. He has also learned that some patrons have moved from Concord, but continue to use their Concord library cards. Further, some patrons are abusing the Inter-Library Loan system on a regular business. The Trustees discussed some ideas for ameliorating this situation.
  - The Library Director has been involved in the City budget process. The library budget for FY20 has a small increase for new materials. The Library Director spoke to the City Council on the public record about the facility and needs for the library going forward. The Concord Library Foundation wrote a letter to the Mayor concerning the renovation/expansion plans for the library. Becky Hermann will give this letter to the Library Director. It will be on file.
  - The Library Director discussed a Freedom of Information Act training that was held in Concord. Another FOIA training is scheduled for Berlin.
  - The Library Director announced that the library has ordered a new design for library cards.

- Concord Public Library Foundation Update: Becky Hermann updated the Library Trustees about the Foundation letter to the Mayor.
- New Business:
  - J. Clemans asked for comment on the slate of candidates presented at the May meeting. C. Casco moved to adopt the slate of candidates. J. Clemans seconded the motion. The new officers going forward are:
  - Chair: Becky Hermann
  - Vice-Chair: Jeremy Clemans
  - Secretary: Michelle Marino
- Old Business
  - The Library Director said that the courtyard renovation project is moving forward, but planning and permitting will take a year.
  - The Library Director is planning to do the spring planting himself. He said that the City does not provide much in the way of beautification beyond mowing the grass.
  - He has not debriefed with the Foundation or his staff about Concord Reads yet.
  - J. Clemans moved to adjourn at 6:40 p.m. C. Casco seconded the motion. The motion to adjourn passed unanimously. The next meeting is September 9, 2019, at 6:00 p.m. Because the Library Director cannot be present on September 9, the incoming Chair, B. Hermann, may choose to move the meeting to September 10, 2019.