

CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes

Monday, May 10, 2021

6:00 PM

Virtual Meeting vis Zoom

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

- Call to Order: B. Herrmann calls the meeting to order 6:03 pm
- Library Director reads COVID-19 Executive Order 2020-04
- N. Kinsler moves to accept the minutes of the April 5, 2021, monthly meeting, L. Sands seconds.
- Library Director's Report & Update on COVID Plans
 - The Director states that he created a conservative budget and waiting for input from the City Council
 - Increasing services in early June - phased reopening - increase hours to the public as well as the amount of people allowed in the building; will open the Heights branch library - 2 days a week (details to come out in the next week of two)
 - Mask mandate expires in June - this will affect how the library operates
 - Looking into setting up an information station in the library for patrons, so they know what to do and what is available as far as services, etc, as the library progresses into the different reopening phases
 - L. Sands asks the Director if CPL does ILL. Yes - the library is getting back to the norm of ILL.
 - L. Kinsler asks the Director if library books are still being quarantined for 5 days. The Director said they have been doing 7 days but they will lower that in the future. B. Herrmann responded that there have been no studies showing that COVID has been transmitted from touching books in libraries or in bookstores.
 - C. O'Leary commented that he noticed that the library is getting more open, as he walked by the library last week. What is going on as far as greater access to the main library? The Director responds: curbside pickup is available; the library is open 6 days a week. Time is still limited in the building; appointments can still be made to use the computers. Still have breaks for sanitation and cleaning although this may change in June.
 - L. Sands asks if CPL will phase out curbside. The Director responds that eventually it will be phased out. Patrons will have to come into the building to pick up the curbside books just like ILL in the past. As long as there is a demand, the library will provide it to them.
 - The library will be doing more PR marketing so the community knows about the library's services.
 - B. Herrmann asks about the Strategic Plan. The Director responds that it is slowly progressing. At the June meeting he will have an update. It's been helpful to talk about long term. He hopes to get feedback from the City Council this month.
- Old Business
 - Ongoing discussion of future Library expansion

- Strategic plan status - see above
- New Business
 - Foundation update – A. Sekou and B. Herrmann attended last mtg. The Foundation is working on restructuring committees so the same people aren't doing the same things. They are working on a specific structure regarding how they give out grants in the community. Updating wording in their mission and vision statement. Award their Elizabeth Yates award to David Elliot who is a children's and adult book author. He has done a lot with literacy in schools in NH.
 - Policy review - B. Herrmann requests that we review and update policies. Three forms that The Director sent to Trustees to review.
 - 1st form "Request for Reconsideration Title" form - when a patron challenges a title - L. Sands asks about wording "are you aware of the judgment of this resource by critics" at the bottom of the form. She would like to see a rewording of that sentence. The Director said he will change the wording. B. Herrmann would like to spell out the process of what happens after the form is submitted. The Director agrees he will include the steps. C. Casco - requests that the Director strike out the word judgment. Further discussion on what professionals say about challenged books vs patron opinion. The Director agrees to strike out the word judgement.
 - 2nd form to review "Wireless Internet Access Policy". Trustees do not feel that anything needs to be change on this form
 - 3rd form "Bulletin Board Policy" - there is one sentence that the Director is not thrilled with. #2 on form. Arbitrary numbers on percentage of how much space people can use on the board. Request that #2 be struck from the form. R. Conner recommends putting down something like "Postings by the library take priority on the board." Perhaps a bigger bulletin board in the future. The Director changed the wording to "Any library marketing will take priority."
 - Plan to add an electronic bulletin board on the first floor and in the children's department. The Director will be pricing those out.
 - C. Casco makes a motion to accept all changes discussed to the forms, J. Clemans seconds the motion.
 - Discussion of summer meeting options
 - B. Herrmann asks should we meet in July and August or take a break? J. Clemans recommends that if we do meet, it should be virtual as if the meetings were to be in person, the meetings would be difficult to attend. The Director states that the City Council said that all meetings will be virtual up to June, thereafter, it will be decided. B. Herrmann recommends we check our schedule/calendar for the summer meetings and we will discuss again at the June meeting.
 - Discussion
- Public Comments
 - None
- Next meeting: June 7, 2021
- J. Clemans motions to adjourn at 6:49 pm. A. Sekou seconds