

# CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES

## Minutes

Monday, April 3, 2023

6:00 PM

### Library Blanchard Room

In Attendance: Jeremy Clemans, Chris Casco, the Library Director-Todd Fabian, Norm Kinsler, Michelle Marino, Charles O'Leary

1. J. Clemans calls the meeting to order at 6:01 p.m.
2. Accept minutes of March 6, 2023 Monthly Meeting - N. Kinsler motions to accept, J. Clemans seconds. All in favor. Minutes are unanimously accepted.
3. Public Comment
  - None
4. Library Director's Report and Monthly Update
  - One possible Trustee is making a decision on whether they would like to be on the CPL Board of Trustees. The Director has attempted to find a Trustee from Penacook, but it has been difficult.
  - Volunteerism has been down since the pandemic.
  - Small policy adjustment to propose. CPL will start opening up the lower lounge although a portion will stay staff-use only. The rest will be for the public. New study carrels have been purchased. There are cameras down there which will help with monitoring the area outside of the lower auditorium.
  - CPL Rules and Regs change - *No eating, except for in the lower-level lounge will change to No eating.*

- N. Kinsler makes a motion to accept this new rule and C. Casco seconds. All are in favor. The amendment passes.
- The Library just hired another part time employee who will start in a few weeks. The Library is still interviewing applicants for the Division Head Archivist and Reference Coordinator position. This is an MLS position with required archival experience. The Library has been accepting applications from all over the country. More interviews this week.
- Budget season - The Director has been going to the usual budget meetings, looking at the CIP. The CPL Foundation would like to meet with the CPL Trustees in the future for an opportunity to revisit plans for renovation of the CPL.
- The Director is refamiliarizing himself with the library renovation plan.
- Next budget meeting is in May so he will have more budget-related information by mid-May.
- The City Manager has received an enormous amount of CIP requests from all departments. Waiting for budget meetings to see which direction the project heads.
- They are razing the old location where the Boys & Girls club is now. The future of the current Penacook branch building is uncertain as of right now.
- The Library has two interns (one is a paid position / the other is for school credit) right now - one is full time. Both are doing very well. A Simmons archival student is coming to the CPL one day a week doing archival work. The Simmons position is an unpaid student internship.

## 5. CPL Foundation Update

- The meeting was mostly about how to figure out how to help the Library and to fund various endeavors. The Director suggested that the CPL Foundation take back Concord Reads. The Director is devising a list of programs that they can sponsor.
- CPL has two different revenue sources now. The CPL Foundation funds \$15,000-\$17,000. The City program funds approximately \$18,000.
- The Foundation meets in the CPL auditorium on the third Tuesday each month. They have about 12-13 members now.

## 6. New Business

- None

## 7. Old Business

- J. Clemans will place the cards signed by the CPL Trustees for the former Trustees in the mail tomorrow. He will contact Cobblestone to arrange flower delivery.

## 8. Next Meeting: May 1, 2023 at 6:00 p.m.

## 9. J. Clemans motions to adjourn at 6:25pm, C. Casco seconds. All are in favor.