

DRAFT
MINUTES OF THE LIBRARY TRUSTEES MEETING
SEPTEMBER 15, 2014

Present: Mike Alberici, Chris Casco, Jeremy Clemans, Megan De Vorsey, Mary Beth Robinson, Chair, Lisa Sands, and Interim Co-Library Director Sandi Lee.

The meeting was called to order at 7:05 p.m.

The minutes of the June 2, 2014, meeting were approved.

Library Director's Report:

Sandi Lee gave the Director's Report for June, July, and August.

a) Chromebooks: She reported that 13 Chromebooks are in use by patrons and teens can use the Chromebooks. The deployment of the Chromebooks has been very smooth. The all-in-one computer stations have been moved throughout the library so there is no longer a cluster of 8 stations in the Reference section. This gives more privacy to computer users. There are no all-in-one stations in the teen section.

Every user of the Chromebooks has to sign an agreement that includes a \$500 fine for misuse of the Chromebook. The Chromebooks are less expensive than the traditional all-in-one computer stations and automatically update the software each night.

b) Teen Area: The Library staff has applied for a grant from the Library Foundation to buy a colorful rug and some special furniture for the teen area. The teen area is where the bulk of the Reference Section was previously. The majority of the reference section has been moved to storage.

c) Meeting Room: The small meeting room has been used more than 50 times a month. Ms. Lee expects use of the meeting room to rise with Concord High students being tutored and with English as a Second Language tutors. At present, the room cannot be reserved and this cause difficulty for some users. The amount of use of the meeting room is exciting and shows community use of the library.

d) Reference desk: The reference desk has been realigned to face patrons as they enter the library. This is to help build relationships with patrons and is part of a new customer service effort spearheaded by Deb Baker.

e) Telescope: The Library staff applied for a grant to acquire a telescope and have been awarded the grant. The NH Astrological Society is providing training and patrons will be able to check out the telescope.

f) Other grants: The Library Foundation gave money to support the Summer Reading Program, more equipment for the Play Space, and for a Museum Pass.

g) The Reen Trust has given money for new chairs for the auditorium.

h) The National Library of Medicine has offered the Library 3 programs on different topics. Each program also brings a grant of \$300 to buy medical books and a professional videographer to tape the program for the Youtube channel.

i) The new Library Directory starts on September 29 and a new cataloguer has been hired.

- j) A new volunteer has been working on the Library grounds and has raised the issue of possibly fragile trees in front of the Library. The City Arborist will review the situation.
- k) The staff has designed t shirts. Teddy's Ts can also make t shirts for the Trustees and the Trustees are encouraged to buy a library t shirt to participate in library events. Cost: \$12-\$30.
- l) The Library staff has planned a flash mob for 8:30 a.m. on 9/27/14 at the Farmer's Market. The Library staff has also planned a pub crawl for October and will be handing out coasters that promote the Library.
- m) *Around Concord* magazine will be doing a story on the Library for the winter issue.
- n) Sandi Lee has been notified by Probate Court of a bequest made to the library. The amount is unknown at this point.

CPL Foundation Update:

Ann Walls is the new chairman of the Foundation. The Foundation meets on 9/16/14. Mary Beth Robinson will attend the meeting. The Foundation was part of the interview process for the new Library Director. There are 15-18 members of the Foundation at present.

New Business:

The Trustees welcomed Chris Casco.

Old Business:

Bagan Trust: Mary Beth Robinson asked how the Bagan Trust was administered. The Bagan Trust pays for children's books with an emphasis on multi cultural issues.

Heights Community Center: The co-interim Library directors will meet with the two architects. The hope is that the library will have flexible space in Dame School. This will include use of the auditorium and also access to a kitchen.

75 Birthday Celebration: The Library plans to hold an open house event in January 2015. The building was dedicated on January 29, 1940. A source of money to fund such an event has yet to be secured.

Library Director: The Trustees thanked Jeremy Clemans and Mary Beth Robinson for being part of the selection panel.

Adjourned 7:50.

Respectfully submitted,
Megan De Vorsey