Concord Public Library Trustee Meeting

February 4, 2013

Present: Marian Akey, Megan De Vorsey, Inez McDermott, Elizabeth Mulholland, Mary Beth Robinson, Lisa Sands, and Library Director Patricia Immen

Minutes of the January 7, 2013 meeting were approved.

Mrs. Immen presented the Library Director's report:

- The Administrative Specialist position is still open, but due to be filled soon.
- A permanent part-time Library Page has been hired.
- A vendor has been working on problems with the self-check unit on the first floor.
- The children's winter reading program is underway.
- The work space in Technical Services is being reorganized and expanded.
- The city is launching a new web page on February 14.
- Monthly statistics, and traffic counts over a four-year period were distributed.
- Mrs. Immen has been working on the next year's budget.

The Trustees looked at the RFP for the development of the NH State Employment Security site and discussed the potential for the development of a new library. Also discussed was the Penacook Tannery site.

Foundation Update:

- Representatives of the Foundation are planning on attending the February 19 City Council meeting about the Capital Improvement Plan out-years. Members of the Trustees will also attend this meeting.
- The Foundation is looking to expand board and committee membership.

Old Business: The Trustees would like to invite Dave Gill from the Recreation Department to come and talk about plans for the community center. Mrs. Immen will try to schedule him for the April meeting.

New Business:

- The Trustees discussed the needs of patrons for computer training.
- The Trustees encouraged the publicity of services and materials that are accessible online through the library's web site.

The meeting adjourned at 8:20 p.m. Next meeting: March 4, 2013. Mike Jache, City Treasurer, will be attending to discuss library trust funds.

Respectfully submitted, Inez McDermott