

Concord Public Library Trustee Meeting

January 6, 2014

Present: Jeremy Clemans, Megan DeVorse, Inez McDermott, Elizabeth Mulholland, Mary Beth Robinson, Lisa Sands and Library Director Patricia Immen.

The meeting was called to order at 7:04 p.m.

Sandi Lee, Technical Services Manager, spoke to the trustees about technical services. She provided an overview of staff and their duties, which included acquisitions, cataloging, processing, and interlibrary loan.

The minutes of the December 2, 2013 meeting were approved.

Mrs. Immen presented the Library Director's Report:

- New chairs for the Children's Room and new study carrels for the Lower Level Lounge have arrived and are in use. The furniture was purchased using funding from a grant from the Alice J. Reen Charitable Trust.
- Deb Baker started as Adult Services Manager on January 6, 2014. She will oversee the Adult Services staff, which includes the pages, the circulation staff and the reference staff.
- Staff is setting goals for library services in FY2015, and those were reviewed.
- Recruitment for a new Library Director has not yet begun.

CPL Foundation Update: Tom Aspell spoke to the Foundation at their last meeting.

New Business: The trustees discussed taking Mrs. Immen to dinner to acknowledge her service to the library.

Old Business:

- Four candidates for the open trustee positions have been passed on to the City Manager's office for consideration.
- An RFP has gone out for the community center project.

The meeting adjourned at 8:22. The next meeting is February 3, 2014 at 7:00 p.m.

Respectfully submitted,

Elizabeth Mulholland, Secretary