Concord Public Library Trustee Meeting

March 4, 2013

Present: Jeremy Clemans, Megan De Vorsey, Marilyn Fraser, Paula Miner, Mary Beth Robinson, Lisa Sands, Library Director Patricia Immen and City Treasurer Mike Jache.

The meeting was called to order by Chair Mary Beth Robinson at 7:03 p.m.

City Treasurer Mike Jache reviewed the trust funds that apply to the library. Overall, the trust funds performed well during calendar year 2012. After his report the City Treasurer left the meeting.

The minutes of the February 4, 2013 meeting were approved. Corrected minutes from March 7, 2011 and April 4, 2011 were approved.

Library Director's Report:

- The Penacook Branch Library/Tannery project is progressing. The due date on the RFP for preliminary design was extended due to snow storms. Design teams are schedule to be interviewed during the week of March 18 and a team is scheduled to be selected the week of March 25. If this project goes beyond preliminary design it is expected that there will be a private fundraising component, details of which have not yet been determined.
- The new administrative specialist has been hired to assist the Library Director.
- The Library Director reviewed recent changes made by the staff at the library and reviewed improvements that the staff wishes to make in FY 2014.
- New lighting is being added in the new book section of the main floor.
- The Library Director demonstrated the new city website and highlighted features on the library's section of the web site including the new method for accessing alerts from the library about programming.

Foundation Report: Mary Beth Robinson reported on the recent meeting of the Concord Public Library Foundation. Some members of the Foundation board expressed concern over the possible inclusion of a new library in a mixed use building on the site of the former NH Employment Security building, pointing out that it will be important that the design of the building highlights the library.

Library Advocacy: Lisa Sands is working on the library value calculator and the FY 2012 numbers involving library use in order to have information for the City Council. The City Council received the Trustees' letter regarding the CIP out-years, but no action was taken.

Old Business: Old business was covered in the Director's report.

New Business: The next meeting will be on April 1, 2013. David Gill, Director of City Parks and Recreation will come to the meeting.

The meeting adjourned at 8:30 p.m.

Respectfully submitted, Megan De Vorsey