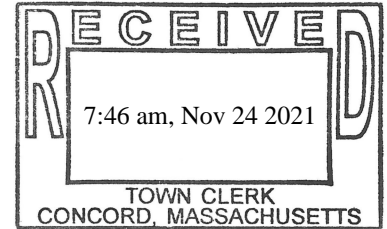


Library Committee Meeting

October 19, 2021, 7:00PM  
IN-PERSON @ MAIN LIBRARY  
129 Main Street Concord, MA 01742



## AGENDA

1. Acceptance of September 21, 2021 Meeting Minutes
2. Library Corporation Update (Sherry)
3. Library Director Search Update (Krysten)
4. Acting Library Director's Report (Caroline)
5. Other Business
6. Next Meeting:

In attendance: Laura Klein, Krysten Morganti, Chair, Sara Pacelle, Kathleen Reidy, Mary-Wren vanderWilden (Associate Member)

Caroline Nie, Acting Library Director  
Sherry Litwack, Trustee, The Library Corporation  
Brian Taylor, Finance Committee

### Start of Meeting:

Krysten welcomed Mary-Wren vanderWilden, the newest member of the Library Committee.

1. Acceptance of September 21, 2021 Meeting Minutes  
Minutes accepted with minor edits.
2. Library Corporation Update (Sherry)
  - The Library construction project continues to progress well with some shipping delays in bookshelves with a planned opening in November.
  - Tours of the new library wing are available to Committee members on Thursdays, October 21 and 28 at 5 pm, and Sunday, October 24 at 12 noon.
3. Library Director Search Update (Krysten)
  - The Search Committee has selected 3 candidates who will be interviewed by the Town Manager's office. It is hoped to have a Director hired by the end of the calendar year.
  - The Library Committee sent a letter to the Select Board praising the Town Manager's support of the library during the pandemic.

4. Acting Library Director's Report (Caroline)

- Main Library Renovation started on October 4. Access to the Children's Room was not diminished.
- Child Safety Policy is being revised. The Committee reviewed the proposed revisions and made some edits which Caroline will incorporate. Sherry Litwack added that there would be 3 different rooms for youth: Children's Room, Tween Room and Teen Room.
- Staffing/Recruitment: The Weekend Library Assistant and 6 Library Page positions have been filled. Candidates for the Weekend Custodian role are being interviewed. The part-time Branch Librarian position at the Fowler Branch has been posted internally. Three part-time Library Assistant positions will be posted soon.
- New Addition/151 Main Street: A new outdoor book drop and security gate are ordered. A self-checkout kiosk for the new Children's Library will be installed in late October or early November.
- Caroline is working with the Town IT and Minuteman Library Network to set up backend technology for front end user.
- Caroline and Town IT engineer Victor inspected the Wifi installation in the new addition and 151 Main. The first seven routers and a few telecom and Datacom switches will be installed this month.
- A Children's Halloween party/community tour of the new addition will take place on October 29.
- Trustee Jeff Adams led a tour of the new addition for 20 staffers and all were impressed.
- Fowler – waiting for a quote for backyard music instruments from CE Floyd
- Fowler- Dorrie is applying for a \$3,200 grant from Mass Cultural Council for a mural project called "Garden of Verses" on the outside wall.
- *Real Life Civics* Zoom event on October 14<sup>th</sup> was attended by 18 people. The Committee discussed ways to get the word out better about Library events. Mary-Wren vanderWilden said that she worked at the Tourist Information Center in town and could put information about the Library there.
- *Concord Festival of Authors* started on October 15 and will end on October 30<sup>th</sup>, including the Miller Award and Leslie Riedel Memorial Awards 2021. Recorded videos are on the Library's website.
- The Friends of the Library approved \$25k budget for programming/events
- Main Library floor stripping and polishing scheduled for Saturday, October 23 after hours.
- Caroline asked Bryan Taylor if he had any budget questions and he said no.

5. Other Business -- No other business.

6. Next Meeting: November 16, 7:00PM