



Library Committee Meeting  
Minutes  
November 16, 2021 – 7:00 p.m.  
**In person- at the Library in  
Trustees Room**

Attended

Krysten Morganti, Chair, Lindsay Howard, Laura Klein, Tara Edelman, Sue Curtin, Kathleen Reidy, Mary-Wren vanderWilden (Associate Member)

Laura Mills, Library Staff

Caroline Nie, Acting Library Director

Sherry Litwack, President Library Corporation

Agenda:

1. Acceptance of October 19, 2021 Meeting Minutes
2. Library Corporation Update (Sherry)
3. Envision Concord (Lindsay)
4. Acting Library Director's Report (Caroline)
5. Library Director Search Update (Krysten)
6. Other Business

1. Acceptance of October 19, 2021 Meeting Minutes  
Minutes accepted with minor edits.

2. Library Corporation Update (Sherry)  
The project is moving along very well. There are still supply chain issues with bookshelves for the Children's section. Logistics are still being worked out to let the construction continue in the existing Children's room. The Library will not have to close overall but some areas of the Library might have to be closed for a day or two along the way. They are working on communications to the public about area closers, where possible, ahead of time. The plan is still for completion early next year.

412 people came to the Halloween party on Oct 29th in the new Library Children's room space. It was a great success. The staff did a great job planning the activities

both inside and outside. People got to explore other spaces in the expansion area. The new space is not being officially used at this point.

Originally, the plan was to just to use the space in between the old and new parts as a connector. However, the connector is a key part of the Library expansion with periodicals and community space.

Tours of the new area are still be offered on Thursdays at 5pm and Sundays at noon.

### 3. Envision Concord (Lindsay)

All of town committees come together to discuss their committees' reports for Envision Concord. There are 3 main ideas - sustainability, keeping open space, and transportation. e.g. How do you get people around town around the town in a way that falls in line with the Town's sustainability goals? The Select Board is putting together a large spreadsheet with everybody's reports. All reports will be available on the Town's website. There was a Q&A time, but nobody had any questions. The Select Board urged all Committees to think about how to work with other Committees between now and the next 3 years when the next Envision Concord meeting will take place.

Krysten passed around a copy of the final version of the Library Committee's final document for Envision Concord.

### 4. Acting Library Director's Report (Caroline)

The Main Library renovation has started without the new shelving for the new Children's Library. The Library staff is working with the Trustees, builders and others to creatively open the new Children's Library without new shelving. Within 2 days the Library staff put all the periodicals in another area so the construction could start in the old periodicals room. This Friday the movers will bring in the audiovisual collection into the old periodicals room. Then, Open Holds will be moved to behind the Library front desk on a temporary basis. The staff has been very helpful during this process.

The Library is about to make an offer for the open position of Branch Staff Librarian, a 20 hour/week position. The Library got 50 applications for three part-time (10 hours/week) positions for evening and weekend coverage. The Library is also filling a weekend custodian job vacancy.

The new book drop has arrived outside the new addition. The public WIFI is available in the new space thanks to the Town IT.

Phase 1 of Stowe Street parking lot will start construction tomorrow for 2-3 days. Phase 2 of parking lot construction project will be in the Spring of 2022.

The Library will present its FY23 Operational Budget Request to the Town Manager and Finance Dept on Nov 19<sup>th</sup>.

Sherry (Trustee) drafted a support letter for the Library Budget Request and send it to the Town Manager. Sherry would like it to come from all 3 Library Committees, if all 3 Committees agree. Alternatively, people or Committees can write their own letters.

5. Library Director Search Update (Krysten)

The Town Manager has made an offer to a candidate. The candidate has accepted the offer. HR is doing the required pre-employment checks. The Library Committee thanked Caroline for being the interim director for the past 8+ months.

6. Other Business- none

7. Next Meeting: December 21, 2021, 7:00 p.m.

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Adjourned 7:42pm

Respectfully Submitted  
Laura J. Klein  
November 16, 2021