



Library Committee Meeting Minutes
January 17, 2023, 7:00 p.m.
In Person

Attendees

Committee: Kathleen Reidy (Chair), Farhanah Sheets, Lindsay Howard, Laura Klein, Krysten Morganti
Also in Attendance: Emily Smith (Library Director), Sherry Litwack

Kathleen called the meeting to order at 7:02 PM and took attendance.

1. Public Comment

No comments

2. Acceptance of Meeting Minutes

The committee reviewed minutes from December 20, 2022 and voted to approve them.

3. Library Corporation Update

Plan to have a writer-in-residence starting in March; received over 60 applications. Applicants coming from the local area, other states, and other countries as well as a folks from well-known writers to up-and-coming writers. Requirements include a 6-month residency and writing at the Library 20 hours a week. Goal to select the writer within a month or so.

Working to improve the art gallery in the Special Collections, reviewing consultant's feedback.

4. Library Director's Report

The full report is available online: <https://concordlibrary.org/news-events/directors-report>

Highlights of the report include:

- We are 50% through budget year. Continuing to watch the cost of utilities and in communication with Town about it. Everything else on track.
- Activities: Hosted a Christmas Carol with great turn out and response, Wednesday Dungeons and Dragons is building up, Thursday afternoon teen activity
- Preparing for Maker programs by the Library, a lot of the makerspace supplies have arrived and are being processed for patron use, goal for Spring/Summer opening
- 150th logo and website updates have been made to get folks excited about the anniversary
- Subcommittee to review Library's strategic plan process and status in February
- Hired a new Head of Youth Services, Library Page to the Circulation staff, and a part-time Library Assistant at Fowler.

5. New Business

Overview of Library Programming Policies – Emily Smith on behalf of Reni Cunningham (Reference Librarian)

- After attending training gained context on the value of having a policy for Library programming, which parallels Collection Development Policy for library collections
- Programming Policy can be thought of a policy to encompass the internal programming decisions made by staff regarding which programs to offer

Programming Policy – Discussion (vote)

- The committee will review the policy further and revisit in March.
- Questions and comments around wording regarding standard age ranges, the Request for Review form, additional context on program differences hosted by the Library, the Friends, and the Corporation.

6. Ongoing Business

Photography and Filming Policy – Discussion (vote)

- Explicit wording around photos/filming may not disturb the public.
- Emily to check if “written” approval is needed for Library event photography, and will recommend to Library Committee if that edit is necessary in future.
- The committee voted to approve the policy as written.

Upcoming Vacancy & Adding Associate Board Member

- Laura will take over the chair September 1, 2023 once Kathleen rolls off.
- We will be looking for a new Associate member or two.
- Will review current interested Volunteer Cards and invite potential members to the March meeting.

7. Next Meeting

- Will bypass the February meeting due to February break and a lack of quorum.
- Next Library Committee meeting will be in person on March 21, 2023.

Adjourned: 7:55pm

Respectfully submitted Farhanah Sheets