



Library Committee Meeting  
Minutes  
March 15, 2022 – 7:00 p.m.  
Via Zoom

**Attended**

**Committee:** Tara Edelman, Lindsay Howard, Krysten Morganti (Chair), Laura Klein, Sara Pacelle, Kathleen Reidy, Mary-Wren vanderWilden.

**Also in attendance:** Emily Smith, Library Director; Anke Voss, Special Collections Curator; Sherry Litwack, Trustee, The Library Corporation; Brian Taylor, Finance Committee.

**Acceptance of Meeting Minutes**

Krysten called the meeting to order at 7:03 PM and took attendance. The committee reviewed minutes from February 15, 2022 and voted to approve with minor edit.

**Library Corporation Update**

Sherry reported on building progress in the past month. The children's bookshelves arrived and books have been shelved. The Children's space is up and running. Periodicals are in their new location and now arranged by topic. Across from the Circulation Desk, there are new shelves for Large Print books, which did not previously have a prominent location. The Teen Lounge is still waiting for bookshelves. The building project is expected to be completed either at or slightly under budget.

**Library Director's Report**

Emily's report included the following updates:

- Consultant April Mazza facilitated a staff conversation about serving teens.
- Financials are on track, though the current report may look as if the Library has underspent, there are utility bills still to come.
- Music Mondays have been successful with 80 children participating this week.
- Communities Organizing Against Racism (COAR) launched their project, "Our Common Threads," to encourage participants to think about community, kindness, and inclusivity. Library staff created booklists, book displays, and bookmarks with a particular focus on DEI. The community is helping create an accompanying paper quilt. This project is taking place at both Fowler and Main.
- Fowler has a new playhouse and is restocking the seed library. Mural workshops are ongoing.
- This month, Fowler transitioned back to in-person programming while expanding alternative options (virtual, drop-in, and take home).
- The Friends hosted an in-person evening concert in February.

- Reference team is shifting the 000s to 270s from the balcony to the 2nd floor where this collection can be browsed.
- Staffing/Hiring Updates: Emily announce that the library filled 3 vacancies for Library Assistants. Interviews have begun for the Assistant Director position. Cary Stough has been promoted to Teen Services Librarian. Emily is crafting a job description for a Makerspace Coordinator, a position that has been funded for this fiscal year.

## **New Business**

### **Photography & Filming Policy**

The Library has not had a posted policy related to photography and filming in the Library in the past. Library staff take pictures and videos that are used for promotion and use on social media and have a permission form to use these materials. This policy relates to that activity and is also meant to cover photography and filming done by patrons in the library.

The Committee had questions about protecting artwork, not disturbing others use of the Library, and photographing minors. Emily will address these concerns and will bring an updated draft to the next committee meeting, if appropriate. The Library Corporation also has a policy related to the Library's security cameras. Emily will look into potentially having these two policies linked.

### **Resuming Library Committee meetings in person**

The committee discussed resuming in-person committee meetings at the Library. It is not clear how long the town will allow virtual meetings. Most committee members indicated a willingness to meet in person, possibly with masks. The Library is not currently open on Tuesday evenings, when committee meetings are held, but is expected to be open in May. The committee will plan to meet virtually in April and to resume in-person meetings in May.

### **Presentation by Special Collections Curator**

Curator Anke Voss provided the Committee with an update on the activities in Special Collections over the past two years during the pandemic. A full-time Special Collections Assistant has supported this work since 2020 and the department has also had interns from Simmons.

During the closure for the pandemic, Special Collections was transformed to provide more seating with more distancing. There has been positive feedback from researchers. The construction project included the installation of new carpets. The project also includes an extension to the existing vault in the Main Library and improved art storage. Anke and her team, along with volunteers, are processing and inventorying books donated by Dick and Doris Goodwin. These will be put in the bookcases in the new Goodwin Forum.

Statuary and busts were sent out for cleaning. When construction is complete, they will be reinstalled into the new spaces. The Library Corporation also hired a professional photographer to extensively photograph the art collection. The images from that project will go live online this week for all to enjoy.

As part of the library's ongoing oral history projects, Special Collections staff interviewed 15 staff at Emerson Hospital and recorded their stories, as well as stories from other Concordians, about their lived experiences during Covid. Anke also applied for a CPA grant to have oral histories from cassettes digitized and transcribed.

**Next Meeting**

Two vacancies expected on the Committee in the coming months. Potential new members will be invited to future meetings. Next meeting is scheduled for April 19, 2022 at 7pm. Committee discussed possibly rescheduling due to school vacation week and members' travel plans.

All members voted to adjourn at 8:21 pm.

-----

Respectfully submitted  
Kathleen Reidy  
March 16, 2022