



Concord

FREE PUBLIC LIBRARY

Library Committee Meeting Minutes
March 21, 2023, 7:00pm
In Person

In Attendance: Kathleen Reidy (Chair), Krysten Morganti, Farhanah Sheets, Mary-Wren Vanderwilden, Laura Klein, Lindsay Howard

Also in attendance: Emily Smith (Library Director), Sherry Litwack, Pam Ressler, Jim Vahey, Dee Clarke

1. Public Comment

No comments.

2. Acceptance of meeting minutes

The January 17, 2023 meeting minutes were approved as amended.

3. Introductions – Associate Member Candidates

Three perspective Library Committee members, Pam Ressler, James Vahey and Dee Clarke, attended this meeting. Kathleen shared an overview of how the Committee supports the Library and the role of Associate Members. Ms. Ressler, Mr. Vahey and Ms. Clarke then shared their backgrounds and stated their interest in joining the Committee.

4. Library Corporation Update

The Daniel Chester French exhibition is on display through the end of March. This exhibit focuses on the artist's relationship with Concord and the Library. Special Collections did a wonderful job with the way the materials are displayed and the accompanying written narratives.

The Corporation has been spending time and effort getting the Library ready for the 150th anniversary celebrations. Preparations include the cleaning of busts and statues. Most recently, the cleaning has begun on the seated Emerson (located in the rotunda). The work is being done by Skylight Studios on site and is on-going.

The Concord Free Public Library Corporation's William Munroe Special Collections, in collaboration with the Concord Museum, is opening an exhibition featuring significant pieces of art from Special Collections at the Museum. The Exhibition is in the Museum's main gallery and runs from March 24 through Labor Day weekend. Thirty pieces are on loan to the Museum and will be back in the library in time for the 150th celebrations in October. Programming focusing on the Library's art holdings and history will be held at both the Museum and Library, including gallery talks by the Library's curatorial staff.

Over 60 applicants were received for the Writer in Residence program. In the end a selection committee narrowed applicants down to four, and eventually down to the final two. The finalists met with the committee over Zoom. George Jreije was selected as the first Writer in Residence. Mr. Jreije is a published author of the *Shad Hadid* children's fantasy series. He brings many exciting ideas for community outreach and projects. The program will run 6 months with the hope that Mr. Jreije will be able to participate in the Library's 150th celebrations and the Concord Festival of Authors in late October.

5. Library Director's Report

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

Highlights of that report are:

- The Green Team, a group of staff who work to support the efforts of the Sustainability Committee, met for the first time in February.
- The League of Women Voters and Communities Against Racism (CORE) hosted a viewing and discussion of the documentary *Who We Are: A Chronicle of Racism in America* on February 11 at Fowler and a March 11th viewing at Main.
- Fowler continues to host well-attended craft workshops.
- The Library continues preparations for the 150th Celebration on October 1, 2023.
- The town is migrating to a new financial software system.
- As part of the FY24 proposed budget, all utilities and contracted cleaning services will be consolidated into the Town's Facilities department budget.

6. New Business

a. Traffic Advisory Committee Site Visit

The Transportation Advisory Committee (TAC) is hosting a site visit at the Main Library on April 4 at 8:00am. The TAC will be looking at the Sudbury Road crosswalk and brainstorming ideas. Kathleen drafted a letter to the TAC in support of improvements to the Sudbury Road crossing. The committee approved the letter with one minor edit.

b. The Workshop Policy and Waiver

The Committee discussed the language of the policy and reviewed the definitions of the three levels of Makers, the Guidelines for Use, and the topic of insurance liability for the Town and the Library Corporation. The Committee voted to accept the Workshop Policy as amended and the Workshop Waiver as written.

7. Ongoing Business

a. Strategic Plan

Emily summarized the recommendations from the Strategic Planning Subcommittee that included Laura, Lindsay, and Kathleen. The subcommittee had met to review the most recent draft Strategic Plan from 2021, which was in the final stages of completion before the Library Director position turned over. Since much of the work was already complete, Emily presented recommended edits to that existing draft. She and the

subcommittee recommended proceeding, rather than starting over from scratch. Emily encouraged the Committee to consider the plan as covering a five-year period, starting in 2021. The Library Committee could then launch a fresh strategic planning process in 2025-2026 to engage the Community about use of the new spaces and services introduced since opening the expansion.

The focus of the draft plan is on Special Collections, DEI journey, programming such as the Writer in Residence, the utilization of the Forum, and ongoing sustainability work. This plan gives the Library a clear roadmap to direct its services as we move forward. Committee members will review the plan and vote during the April meeting.

b. Programming Policy

This is a new policy. The Committee reviewed the requested modifications made at our January meeting. After a brief discussion a motion was made to approve the policy and unanimously accepted.

c. Next meeting April 11, 2023.

Meeting adjourned at 8:12pm.

Respectfully submitted,
Lindsay Howard