# CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES
# DRAFT MEETING MINUTES
## Monday, January 5, 2026, 6:00 PM
## Shakespeare Room

In Attendance: Chris Casko; Stephanie Simard;; Jeremy Clemans; Jeanie West; Ceillie Clark-Keane; Norm Kinsler; Todd Fabian, Director
Not present: Charles O'Leary

1. N. Kinsler called the meeting to order at 6:01 p.m.

2. The first agenda item was approving the minutes of the meetings held on November 3 and December 1, 2025. By motion of J. West, with a second from C. Clark-Keane, the board adopted the minutes for both prior meetings by unanimous vote. (S. Simard not present for vote).

3. The next item was public comment. There was no public comment.

4. Library Director's Report and Monthly Update-

T. Fabian stated that there have been issues with the elevator including technical and mechanical issues over the last several weeks that have taken it out of service. This presents multiple access problems for staff and patrons. A new contract with a vendor as of 1/1/26 to service the elevator has resulted in the prior problems being addressed, and the elevator is working. Replacement of the elevator is an upcoming capital improvement item although it is a lengthy process and it is hoped that this may not be needed for several years, maybe even after an updated or new library building is done. When the elevator goes out, there is no way to get people to other levels of the library from the main level. Since the elevator gets fixed whenever it breaks down it is not necessarily a violation of the Americans with Disabilities Act.

Program registration is now using a new electronic system independent from the system used for other city registrations. It allows patrons to sign up, get a receipt, put the event

in their calendars, and to revise their registration if needed. This system is now integrated on the library web site. It is a more attractive platform, as it is more advanced and flexible. It is more intuitive and attractive than the prior system. It helps patrons manage their own program attendance. So far, people love the new system. The new calendar is better suited for library programming versus the city calendar that is a one size fits all for all departments.

The Director continues to monitor proposed state legislation for 2026 related to libraries. He reviewed several to include HB 1184 relative to no trespass orders, and SB 434 relative to school materials deemed to be harmful to minors. He will continue to share upcoming legislation of note for libraries.

There is a contract with a Concord Reads author and books are ordered. The author's name will be shared with the trustees before the March meeting. There are two titles, one for children and the other an adult work, both from the same author.

A new trustee will be on the agenda for approval at the next city council meeting and if approved, will be sworn and seated in time for the meeting in February. Another is expected to be approved and seated for the March meeting, which will bring the board to full strength.

5. CPL Foundation Update- They did not meet last month. The donation mailer has been sent by mail.

6. New Business- T. Fabian stated that custodial support has been shorthanded and they are several days behind in having the building cleaned.

7. Old Business- C. Clark-Keane noticed that the trustee roster on the web site needs to be updated. T. Fabian will have it changed.

8. Next Meeting- February 2, 2026

9. Adjournment- By motion of J. Clemans, and seconded by J. West, the meeting concluded by unanimous vote at 6:27 p.m.

Respectfully submitted by:

Chris Casko, Secretary

Date: January 6, 2026