CONCORD PUBLIC LIBRARY BOARD OF TRUSTEES
DRAFT MEETING MINUTES
Monday, April 6, 2026, 6:00 PM
Library Auditorium

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

1. C. Clark-Keane called the meeting to order at 6:03 p.m.

2. The first agenda item was to approve the minutes of the meeting held on 3/9/26. By motion of S. Simard, seconded by R. Geiser and adopted by unanimous vote. C. O'Leary arrived after the vote, and therefore, did not vote.

3. The next item was public comment. None.

4. Library Director's Report and Monthly Update- T. Fabian stated he is waiting for fine data. 60% of fines are from juvenile titles. He is getting ideas from other libraries, in particular, those libraries without fines and how they incentivize item returns without having fines. He will compare different libraries concerning fines. The Interlibrary loan program has changed with a publisher that stopped doing business which reduced access to materials. 2200 items were requested last year by other libraries. This year, the library is pacing to process 3,000 outgoing ILL requests. The industry is changing. Concord has been using a variety of other vendors to make up for the lack of items from the publisher no longer in business. Getting items had slowed, but at this time, the delivery status is normal. The tagging process for materials for the new RFID system for tracking items is a third of the way done. More patrons are using the new self-checkout that the system provides. As to the library budget, the process is ongoing as to preparation for submission to city council. Initially there is some concern as some big

items within the city government are needed, as well as the fact that the school district budget had increases that may make the city budget a more difficult process than usual. For example, a new police station is an item for the city's capital improvement plan in the budget. The City Council needs to approve the budget. Hearings and meetings are being held in the coming months. The RFID project is the most significant library project that is now happening. It takes significant staff resources to continue and finish implementing that project. The CPL building has some large projects coming in the next several years due to the age of the building. While there are some residential properties around the library that could be purchased for more space for the library, at this time, there are no properties being purchased. As to hiring, although staff was full recently, there are 2 current openings.

5. CPL Foundation Update- Nearly all of the 200 adult books for the Sy Montgomery Concord Reads program have been checked out. Two hundred of the 300 seats for the main event have been reserved, which is a strong number so far as typically people wait to sign up. There is a fund-raising night at Street Restaurant on 5/5/26 where part of the proceeds will be donated to the foundation. In May, they will vote on a new chair, and a new Treasurer will be needed by the end of the year. The group is changing and will add more people soon. Also, a part time administrative assistant has left and will need to be replaced. They need new members to replace those that have left recently. Also, a bookkeeping position needs to be filled.

6. New Business- None

7. Old Business- As to fines, T. Fabian will contact N. Kinsler to determine the direction the board wants to go in to pursue this question. The subcommittee on fines did not

meet pending the receipt of data on fines about CPL and comparison data from other libraries. The board may discuss the issue at a monthly meeting rather than in a subcommittee. A recommendation for the City Council on fines may be best left to after the current budget given the constraints expected for this budget because if there is a recommendation to reduce the revenue from fines/fees it may not be well received. In May, a recommendation could be made and submitted later, after July, 2026, which would apply to a future budget. There isn't necessarily a time frame. The NH Library Trustee Association deadline to renew the membership is in June. The dues are dependent on the number of board members, and since we have new members, the fee will be increased from last year. The next conference is in May in Manchester, a useful learning opportunity with sessions on a variety of relevant topics open to all trustees as members.

8. Next Meeting- May 4, 2026

9. Adjournment- By motion of C. Casko, seconded by C. O'Leary, the meeting concluded by unanimous vote at 6:37 p.m.

Respectfully submitted by:

Chris Casko, Secretary

Date: April 7, 2026