

**BOARD OF TRUSTEES - BEVERLY PUBLIC LIBRARY**

CITY OF BEVERLY  
FILED AND RECORDED  
CITY CLERK'S OFFICE

**Meeting Notice**

2023 JAN 19 P 6:13

**Tuesday, January 24, 2023 at 5:00 p.m.**

Join via Zoom: <https://us02web.zoom.us/j/87957917800>

Meeting ID: 879 5791 7800

Passcode: 265927



Meghan Karasin  
Assistant Library Director

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**Agenda**

- A. Call to Order/Roll call of members
- B. Disposition of minutes of meeting dated November 29, 2022
- C. Public presentation to, discussion with the board
- D. Presentation from Mayor Michael P. Cahill and Commissioner of Public Services Michael Collins regarding the library's heating, ventilation, and air conditioning (HVAC) retrofit project
- E. Committee Reports
  - 1. Personnel
    - a. None at this time
  - 2. Administration
    - a. None at this time
  - 3. Finance
    - a. None at this time
  - 4. Long Range Planning
    - a. None at this time
- F. Report of the Library Director
  - 1. Fiscal Year 2023 Budget
    - a. Status of the Fiscal Year 2023 Budget
  - 2. Building Issues
    - a. Heating, ventilation, and air conditioning (HVAC) at main library
    - b. Ongoing issues with library van
    - c. Ongoing issues with Bookmobile generator
  - 3. Community Engagement
    - a. Massachusetts Center for the Book 2023 Reading Challenge
    - b. 27th Annual Teen Poetry Contest
    - c. Library continuing to serve as COVID test distribution site
    - d. Styrofoam collection event at main library
    - e. Library Director and Assistant Library Director to attend Library Legislative Day on March 15, 2023

- f. Boston Bruins Pajama Drive 2023
- g. Assistant Library Director planning Local Author Event
- h. Children's Room outreach to Harborlight Nursery School and class visits from Pioneer Charter School
- i. Translations of library card application into additional languages
- j. Updates on successful library programs
- 4. Friends of the Beverly Public Library
  - a. Spring Book Sale scheduled
- 5. Trustee Terms
  - a. Joanne Panunzio's reappointment approved for a term from January 31, 2023 through January 31, 2026
  - b. Colleen Michaels's reappointment approved for a term from January 31, 2023 through January 31, 2026
- 6. Staff Development and Committee Work
  - a. Preservation Committee meeting
  - b. Reader's Advisory staff training on microhistories
  - c. Google Workspace training
  - d. Children's Room to shift picture book collection
- 7. Programs
  - a. Upcoming library programs
- G. Communications
  - 1. None at this time
- H. Unfinished Business
  - 1. None at this time
- I. New Business
  - 1. None at this time

Notice is hereby given that Personnel, Administration, Finance and Long Range Planning Committees also may meet during a recess of the full Board, and consider any Agenda item identified herein or on the attached reports, and report back to the full board on such matters when it reconvenes.

The listing of the foregoing matters are those reasonably anticipated by the chair up to 48 hours prior to the scheduled meeting time. Not all items listed on the agenda may be discussed or reached by the Board. To the extent permitted by law, matters may be discussed that are submitted or arise within 48-hours of the scheduled meeting if they were not reasonably anticipated by the chair.