

BOARD OF TRUSTEES - BEVERLY PUBLIC LIBRARY

Meeting Notice

Tuesday, October 25, 2022 at 6:00 p.m.

Beverly Public Library

32 Essex Street

CITY OF BEVERLY
RECEIVED AND RECORDED
CITY CLERK'S OFFICE

2022 OCT 20 A 8:30



Meghan Karasin
Assistant Library Director

Agenda

- A. Call to Order/Roll call of members
- B. Disposition of minutes of meeting dated September 27, 2022
- C. Public presentation to the board:
 - 1. None at this time
- D. 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
- E. Report of the Library Director
 - 1. Fiscal Year 2023 Budget
 - a. Status of the Fiscal Year 2023 Budget
 - 2. Building Issues
 - a. Update on Heating, Ventilation, and Air Conditioning (HVAC)
 - b. Elevator repairs at main library
 - c. Ongoing issues with library van
 - 3. Community Engagement
 - a. Library serving as a COVID test distribution site
 - b. Translations of library card application into additional languages
 - c. Library Director and Head of Teen Services to be interviewed on BevCam
 - 4. Website
 - a. Website updated to acknowledge funding by Susan M. Salt Trust
 - 5. Friends of the Beverly Public Library
 - a. November Book Sale
 - b. Election Day Pop Up Sale

- c. Water/sewer bill insert
 - d. Contribution of \$2,000 to Nancy P. Robinson Memorial Fund
- 6. North of Boston Library Exchange (NOBLE) Updates
 - a. Three NOBLE libraries in temporary locations
 - b. NOBLE Headquarters moving
- 7. Personnel
 - a. Staff training meeting on collection development policy
 - b. Katie Nelson to attend New England Library Association annual conference
 - c. Natalie Maes promoted to full time Library Assistant in Circulation
 - d. JD Debski promoted to part-time Library Assistant in Circulation
- 8. Trustee Terms
 - a. Joanne Panunzio's term expiring on January 31, 2023
 - b. Colleen Michaels's term expiring on January 31, 2023
- 9. Programs
 - a. Upcoming library programs
- F. Communications
 - 1. None at this time
- G. Unfinished Business
 - 1. Public Participation Policy
 - a. Review proposed policy
 - 2. Collection Development Policy
 - a. Review proposed policy
- H. 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.