

# City of Beverly, Massachusetts

## Public Meeting Minutes

**Board:** Library Trustees

**Subcommittee:**

**Date:** February 15, 2022, 4:00 P.M.

**Place:** Remote Meeting on Zoom

**Board members present:** Margaret Altman, Mary Behrle, Marshall Handly, Cathryn Keefe O'Hare, Ivy Mahan, Colleen Michaels, Kevin O'Reilly, Joanne Panunzio, Myron Schirer-Suter

**Board members absent:**

**Others present:** Allison Babin, Bruce Doig, Meghan Karasin

**Recorder:** Meghan Karasin

Kevin O'Reilly presided. Meghan Karasin stated that the meeting was being recorded.

Joanne Panunzio made the motion, seconded by Colleen Michaels, to accept the minutes of the meeting of November 16, 2021. Roll call vote approved, 8 to 0 with Altman, Behrle, Handly, O'Hare, Mahan, Michaels, O'Reilly, and Panunzio voting in favor. Motion passed.

### **Election of Officers**

Marshall Handly made the motion, seconded by Ivy Mahan, to nominate Kevin O'Reilly to serve as Chairman. Roll Call approved 8 to 0 with Altman, Behrle, Handly, O'Hare, Mahan, Michaels, O'Reilly, and Panunzio voting in favor. Motion passed.

Margaret Altman made the motion, seconded by Marshall Handly, to nominate Joanne Panunzio to serve as Secretary. Roll call vote approved 8 to 0 with Altman, Behrle, Handly, O'Hare, Mahan, Michaels, O'Reilly, and Panunzio voting in favor. Motion passed.

Myron Schirer-Suter joined the meeting at 4:09PM

### **Appointment of Subcommittee Members and Chairperson(s)**

Kevin O'Reilly reappointed all members to their previous committees:

1. Personnel - Panunzio (Chair), Behrle, Schirer-Suter, Michaels
2. Administration - O'Reilly (Chair), Behrle, Handly, Panunzio
3. Finance - Handly (Chair), Altman, Schirer-Suter, Mahan
4. Long-Range Planning - Behrle (Chair), Altman, Handly, O'Hare, Mahan, Michaels, O'Reilly, Panunzio, Schirer-Suter

### **Public Presentation**

None.

### **Committee Reports**

Personnel: No report.

Administration: No report.

Finance: No report.

Long Range Planning: No report.

### **Report of the Library Director**

1. Fiscal Year 2022 Budget: The library budget is on track. There have been two transfers into the Library Director and Assistant Director salary lines to cover raises given at the beginning of the fiscal year. Some money has been expended out of the training line for the \$150 stipend each library union member is paid annual. Some of the remaining funds in that line will go toward other contractual obligations. The paperwork for the raises and retro pay for library union staff have gone through. Joanne Panunzio asked about funding for the library union raises and if it will come from other areas of the library budget. Allison Babin replied that she is in discussions with Bryant Ayles about those funds. Bruce Doig stated that typically the City would transfer funds to cover the raises. Allison Babin said that this year there is some overage in the full-time line that may cover some of the raises.

2. Building Issues: The library buildings were closed on Saturday January 29 and Sunday January 30 because of the blizzard. The custodians did a great job with snow removal. Allison Babin showed a picture of the Winter Street entrance, with icicles that form after a snowfall. This storm the falling ice cracked 2 of the glass panels above the door. The falling ice and snow necessitates closing that entrance frequently after storms. The city is aware and the library is hopeful that repairs to this roof and entry can be incorporated into the work done on the HVAC system. The library closed early on Friday February 4th due to the ice storm.

3. Community Engagement: The Black Lives Matter Mural unveiling ceremony was held on February 1. Many City Councilors attended. The mural was unveiled by two high school students and there were speeches by the Mayor, the Superintendent of Schools, the Director of Diversity, Equity, and Inclusion, and the Library Director. It was a great opportunity to have people in the teen room. Joe Bonaiuto and Mike Spiridigliozzi did an amazing job hanging the mural. The library is participating in the Annual Boston Bruins PJ drive and pajamas can be donated in the Children's Room, the Farms and at the Bookmobile. Katie Nelson, Head of Teen Services, ran a pop-up program for teens to make valentines for senior citizens. Ten teens came and made 60 valentines for seniors. Katie worked with the senior center to get those distributed within the community.

4. North of Boston Library Exchange (NOBLE) Updates: Ron Gagnon of NOBLE created a graphic about the great value that NOBLE brings to the community. Allison Babin showed the graphic. NOBLE is working on launching an E-Card project, with assistance from the Massachusetts Board of Library Commissioners. This would allow residents to get an e-card just

by visiting the website. The underlying technology would verify the patron's identity and address. This would make getting a library card much easier and faster. Allison Babin will attend a demonstration of this software this week. The cost should be low due to network collaboration and some state funding.

5. Personnel: The Director and Assistant Director have begun meeting individually with each department head to discuss goals for the year. Lisa Ryan, Head of Reference, will speak at the Massachusetts Library Association Conference in Hyannis in May. Her talk is entitled Self-Care and Holistics Wellness: Programming and Collections in Libraries. Allison Babin shared recent positive feedback from patrons. Graham Goss, Assistant Communications Librarian, was praised by a patron who had booked a room for a community event. The patron noted that Graham was phenomenally responsive and helpful. Kate Carpine, Children's Librarian, was praised by an email from a parent who thanked her for running a graphic novel book club and for its impact on her son. The library has resumed quarterly reader's advisory training for staff. Jerusha Maurer leads this effort where staff pick a genre, read a book, and Jerusha leads a focused discussion on the qualities and appeal of that genre. This quarter the genre is Science Fiction.

Mary Behrle asked if the company redesigning the library website will also host the site. Allison Babin explained that NOBLE currently hosts our website but will discontinue offering hosting services. The library will need a new provider but this is relatively inexpensive - about \$500-\$1000 per year.

Kevin O'Reilly asked if there are any updates on the HVAC system. Allison Babin stated that there are not.

6. Programs: For adults, there's a film screening of *The 13th*, and a series of workshops with the Babson Financial Literacy Project. Teens have Chess Night at the Library. Childrens has Lego Club and Movement and Music with MaryBeth Maes.

### **Communications**

None.

### **Unfinished Business**

None.

### **New Business**

None.

The next regular meeting of the board will be held virtually on Tuesday March 15, 2022 at 4PM.

There being no further business, the meeting was adjourned at 4:38 PM.