

BOARD OF TRUSTEES - BEVERLY PUBLIC LIBRARY

Meeting Notice

Tuesday, March 28, 2023 at 5:00 p.m.

Join via Zoom: <https://us02web.zoom.us/j/83263832531>

Meeting ID: 832 6383 2531

Passcode: 095045

CITY OF BEVERLY
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2023 MAR 24 A 8:46



Meghan Karasin
Assistant Library Director

Updated

Agenda

- A. Call to Order/Roll call of members
- B. Disposition of minutes of meeting dated February 28, 2023
- C. Public presentation to, discussion with the board
- D. Committee Reports
 - 1. Personnel
 - a. Director's Review update
 - 2. Administration
 - a. None at this time
 - 3. Finance
 - a. None at this time
 - 4. Long Range Planning
 - a. Update on strategic planning process
- E. Report of the Library Director
 - 1. Fiscal Year 2023 Budget
 - a. Status of the Fiscal Year 2023 Budget
 - b. American Rescue Plan Act (ARPA) payments to qualifying library custodians
 - 2. Fiscal Year 2024 Budget
 - a. Status of the Fiscal Year 2024 Budget
 - 3. Building Issues
 - a. Heating, ventilation, and air conditioning (HVAC) at main library
 - i. Test well drilled on March 15, 2023
 - ii. Updates on the ongoing design process
 - b. Installation of countertop bottle filler at Farms branch
 - 4. Community Engagement
 - a. Annual Survey launching next month
 - b. Library hosted Beverly High School student for Student Government Day
 - c. Annual Library Valentines project
 - d. Main library to host two interns this spring

- e. Main library to host *Queen Escape III Sculpture* by local artist Stéphanie Williams
- f. Assistant Director's attendance at Library Legislative Day
- g. Library Director to meet with Representative Parisella at main library
- 5. Staff Development
 - a. Library Director, with Mayor's Chief of Staff, mentoring new Health Director
 - b. Head of Communications to attend American Library Association (ALA) Conference in Chicago
 - c. Head of Teen Services and Head of Children's Services to attend annual Youth at Risk (YAR) Conference
 - d. Senior Library Custodian training for Commercial Driver's License
 - e. Narcan training for staff scheduled on Thursday, April 6
- 6. North of Boston Library Exchange (NOBLE) Updates
 - a. Executive Director Ron Gagnon retiring on June 2
 - b. PC Support Specialist retiring on June 30
- 7. Programs
 - a. Upcoming library programs
- F. Communications
 - 1. None at this time
- G. Unfinished Business
 - 1. Discussion of the use of leaf blowers at library properties
- H. New Business
 - 1. Library Director's contract for April 27, 2023 through April 26, 2026

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.