

**BOARD OF TRUSTEES - BEVERLY PUBLIC LIBRARY**

**Meeting Notice**

**Tuesday, April 25, 2023 at 5:00 p.m.**

Join via Zoom: <https://us02web.zoom.us/j/81856050933>

Meeting ID: 818 5605 0933

Passcode: 552315

2023 APR 21 4:14  
CITY OF BEVERLY  
BEVERLY PUBLIC LIBRARY  
MAGNANIMITY

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 March 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. Budget Updates
    - a. Status of the Fiscal Year 2023 Budget
    - b. Status of the Fiscal Year 2024 Budget
  2. State Aid
    - a. Second payment of State Aid to Libraries disbursed this month
  3. Library Collection
    - a. Popular books in the collection
  4. Building Issues
    - a. Heating, ventilation, and air conditioning (HVAC) at main library
      - i. Updates on the ongoing design process
  5. Community Engagement
    - a. BevCam to film City Spotlight Series at the library to promote summer reading
    - b. Bookmobile to attend Touch-A-Truck and Healthy Kids Week
    - c. Main library and Farms branch to serve as collection site for Beverly Bootstraps Back-to-School Backpack program

- d. Annual Teen Poetry Contest ceremony scheduled for Wednesday, April 26
- 6. Staff Development
  - a. Recap of recent security trainings
  - b. Director and Assistant Director attended Crisis Communication Training offered by the Massachusetts Board of Library Commissioners (MBLC)
  - c. Reference Librarian Chris Sherratt to attend the Massachusetts Library Association (MLA) annual conference
  - d. Assistant Communications Librarian Graham Goss's service as co-chair of the 17th Annual Digital Commonwealth Conference
- 7. Programs
  - a. Upcoming library programs
- F. Communications
  - 1. None at this time
- G. Unfinished Business
  - 1. None at this time
- 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.