



PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes for July 17, 2024

ATTENDING: Kathy Benvie, Director, Stephanie Ciciotti, Chair, Mary Beth Courtright, Larissa Curley, Linda MacDonald, Sharon Stearns, Erin Columbare, Stephanie McBain, Bob DeMarzo, and Kelsey Casey and Don Bryant.

Stephanie Ciciotti called the meeting to order at 6:58 PM.

Please note that this meeting is made available to the public through an audio recording which will be used to ensure an accurate record of proceedings produced in the minutes of the meeting. All comments made in open session will be recorded. This meeting is also made available through Zoom platform via remote participation in accordance with the requirement of 940 CMR 29.10 via Zoom platform.

INTRODUCTION: The Board of Trustees introduced ourselves to Kelsey Casey as well as all who attended. This is an interview with The Board of Trustees for the Director of The Pembroke Public Library position.

FRIENDS NEWS: Kathy recently attended a Friends meeting. The Friends of the Library have some auction items in the Library. Kathy spoke with them about sponsoring a craft at the farmers market/ story time.

FOUNDATION NEWS: Foundation representatives Bob DeMarzo and Judy Parks met with staff members Kathy Benvie, Stephanie McBain and Melissa McCleary and Trustee Sharon Stearns to discuss proposed addition space and uses. We are looking at a smaller addition to be cost effective. Bob met with plumber as well. Kathy looked into State building assistance grants and this project is not eligible..

MINUTES OF PREVIOUS MEETING: July 5, 2024 Correction on Sharon Stearns name. Will be corrected. Sharon S. made a motion to amend this change and Erin seconded and so it was voted by all.

JULY 26, 2024: Spelling on a name will be corrected. Larissa made a motion to amend this change and Erin seconded and so it was voted by all.

JUNE YOUTH SERVICES REPORT: Bug day was amazing. 120 children. Linda M. made a motion to accept the June Youth Services Report and Mary Beth seconded and so it was voted.

JUNE ADULTS/REFERENCE REPORT: Report looks good Mary Beth made a motion to accept the June Adults Reference Report, Erin seconded and so it was voted by all.

JUNE DIRECTOR'S REPORT: Larissa made a motion to accept the June Director's Report, Linda M. seconded and so it was voted by all.

FINANCIALS: Two reports ended up year end FY24 and FY25. Trust fund was not updated but Kathy has the new year end totals and will see them in next month's financials. They will increase. Linda M. made a motion to accept the Financials, Sharon seconded and so it was voted by all.

OLD BUSINESS: Building updates: The HVAC system had several repairs done and they are functioning.

After meeting with Kelsey Casey it was unanimously decided that Kelsey is a great fit for our library. Will move forward with Kelsey after meeting with Bill Chenard on Monday. Agreed to removing the ALA ad.

Annual report will be added to the August Library Trustee meeting.

NEW BUSINESS: Upcoming Events: Kathy advised us of the all the events coming up at the library.

Next meeting is August 21, 2024 at 7PM.

Stephanie C. made a motion to adjourn the meeting at 9:08 PM. Erin C. seconded and so it was voted by all.

Respectfully submitted,

Linda MacDonald
Secretary