



## **PEMBROKE PUBLIC LIBRARY**

### **BOARD OF TRUSTEES**

*Meeting Minutes for August 21, 2024*

**ATTENDING:** Kathy Benvie (Director), Larissa Curley, Stephanie Ciciotti (Chair), Stephanie McBain (Assistant Director), Mary Beth Courtright, Sharon Stearns, and Erin Columbare.

Stephanie Ciciotti, Chair, called the meeting to order at 7:05P.M.

**FRIENDS NEWS:** No meeting this month, but the silent auction was successful.

**FOUNDATION NEWS:** RFP for architect is being proposed for build project.

**MINUTES OF PREVIOUS MEETING(S):** The open meeting minutes from the July 17, 2024 meeting were reviewed. Will vote on the next meeting after changes and corrections are made. The minutes of the July 22, 2024 meeting were reviewed. Mary Beth moved to postpone the minutes until the next meeting, Sharon seconded, and it was so voted.

**YOUTH SERVICES REPORT:** The Youth Services report for July was reviewed. Mary Beth moved to accept the report as written, Erin seconded, and it was so voted.

**ADULT REFERENCE REPORT:** The Reference Librarian's report for July was reviewed. Sharon moved to accept the Reference Librarian's report as written, Erin seconded, and it was so voted.

**DIRECTORS REPORT:** The Director's report for July was reviewed. Larissa moved to accept the report as written, Sharon seconded, and it was so voted.

**FINANCIAL REPORT:** The Financial report for July was reviewed. Sharon moved to accept the report as written, Mary Beth seconded, it was so voted.

**OLD BUSINESS:** *Building Updates* - Getting weatherization project done over the next couple of weeks; lock on staff room door fell apart, locksmith came in to repair. Someone coming in to discuss cameras and the security system.

*Search Committee Update* - During final negotiations, Kelsey Casey stated she was no longer interested in the position. An additional candidate for the position of Library Director was interviewed by the Search Committee. She will be moving forward with the candidate interview with the Board. The Committee would not like to repost the position to the ALA job list at this time.

*Annual Reports FY22 and FY23* - Kathy went back and created the reports that had been missing in previous years. There were a couple of corrections that Kathy would like to make but the Board reviewed them and were happy with the reports. For FY24 Mary Beth requested

that the formatting be updated to be consistent with all the reports.

**OLD BUSINESS:** *Aris* - Kathy reported that the ARIS report had been completed and submitted on time. Board reviewed the reports and was happy to have that completed.

*Upcoming Events* - Kathy shared the upcoming events at the library which can be found on the website.

The next Trustee meeting is scheduled for Wednesday, September 18, 2024 at 7:00 P.M. Mary Beth moved to adjourn, Erin seconded; the meeting was adjourned at 8:08 P.M.

Respectfully submitted,

Stephanie Ciciotti, Chair