

**MINUTES OF THE PEABODY INSTITUTE LIBRARY TRUSTEE MINUTES**

Wednesday, February 10, 2021 via Zoom

**Present:** Irene Conte, Julie Curtis, Charles Desmond, Christi Farrar, Natalie Luca Fiore, Michael Hagan, Frank Herschede, Joan Haggerty, Donna Hopkins, Jennifer McGeorge

**Call to Order:** The February 10, 2021 trustees meeting was called to order at 7:10 pm by Chairperson Michael Hagan.

Chairperson Hagan reviewed the letter from Governor Charles Baker outlining Open Meeting Laws and reminded us the meetings were taped.

**Chairperson's Report:** Chairperson Michael Hagan reported his conversation on January 27, 2021 with Town Manager Steve Bartha regarding search for the new library director. Recruitment is due to begin in April. The job description will be reviewed by Hagan and Vice Chair Natalie Luca Fiore and sent to Town Hall. Hagan will appoint an interview committee and the three finalists will be interviewed by all the trustees. Vice Chair Natalie Luca Fiore spoke about the importance of in-person interviewing. Christi Farrar added how important it was that the revised job description recruited an individual that promoted inclusiveness and equity within the staff. Charles Desmond requested that Christi Farrar be appointed to the interview committee and Hagan agreed to do this. Chairman Hagan advised us on upcoming budget hearings with the Selectboard and then Finance Committee.

**Director's Report:** Acting Director Jennifer McGeorge brought us up to date on staff working remotely.

**Treasurer's Report:** Assistant Treasurer Donna Hopkins spoke about tax issues with the Commonwealth.

**Adjournment:** Where there was no other business to address, A motion was made and seconded to adjourn the February 10, 2021 meeting of the library trustees at 8:20 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis  
Recording Secretary

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