



FORBES library

NORTHAMPTON'S PUBLIC LIBRARY

Trustees Agenda Tuesday, February 21, 2023 4 PM - Hybrid (Coolidge Museum or online)

Pursuant to Governor Baker's [Emergency Order](#) Modifying the State's Open Meeting Law issued March 12, 2020, this meeting will be held using remote participation. On July 16, 2022, Governor Baker extended this provision until March 31, 2023.

Please follow this link to access the Zoom teleconference:

<https://us02web.zoom.us/j/81710655313?pwd=bEpxcXBVN1FWNDdHaXF1bXlOWlVWdz09>

Meeting ID: 817 1065 5313

Passcode: 351859

Number to access meeting via phone: 1-646-558-8656

1. Public Comment - There will be a public comment period at the start of the meeting, or people can submit written comments beforehand. Written comments emailed to director@forbeslibrary.org must be received by noon on Thursday to be included for the meeting.
2. Secretary's Report
 - a. Report of January 19
3. Treasurer's Report
 - a. Bills and Warrants
 - b. January Report
 - c. Gifts, Donations and Bequests
4. Financial Report
 - a. 2nd Quarter Report
 - b. Draft FY24 Budget
5. Department Report
 - None this month
6. Friends of Forbes

20 West Street
Northampton, MA 01060
413-587-1011
forbeslibrary.org

Lisa Downing, Director
Molly Moss, Asst Director
Elizabeth Sheirer, Secretary
Cheri Buckhout, Treasurer

Trustees
Russell W. Carrier, President
Katy E. Wight, Vice President

Debin Bruce
Emily Prabhaker
Joseph A. Twarog

7. Administrative Report

- a. Monthly Update
- b. Covid Safety Update

8. Next Meetings

- a. Trustees: March 23, 2023
- b. Friends Meeting: March 1 at 6:30 PM

9. Communications

None this month

10. Special Guest

Seth Gregory, Strategic Branding Consultant

11. Action Items

- a. Trustees Goals (Downing)
- b. Performance Stage Design (Downing)
- c. Team Development Proposal (Downing)
- d. Faxing (Downing)
- e. Parking Recommendations (Downing)
- f. William Trost Richards Painting (Downing)

12. Informational Items

- a. Administration Goals (Downing)
- b. Increasing Board Size Update (Downing)
- c. Accessibility Committee (Downing)
- d. Trustee Election (Downing)
- e. Reports from Subcommittees and Other Meetings
 - i. Strategic Planning Committee (Wight)
 - ii. Coolidge Standing Committee (Wright)
 - iii. Facilities Committee (Carrier)
 - iv. Development Committee (Carrier)
 - v. Landscaping Committee (Bruce)
- f. Virtual Events Calendar (online only) - <https://bit.ly/2WGkt1v>
- g. Press Cuttings