

**MINUTES OF PEABODY INSTITUTE LIBRARY OF DANVERS MEETING**

Wednesday, March 8, 2023

**Present:** Noelle Boc, Irene Conte, Julie Curtis, Charles Desmond, Christi Farrar, Natalie Luca Fiore, Michael Hagan, Donna Hopkins, Kenneth Yoon Lee

**Guest:** Greg Miner from Cornerstone Financial Partners

**Call to Order:** The March 8, 2023 library trustee meeting was called to order at 7:00 pm by Chairperson Natalie Luca Fiore

The **Pledge of Allegiance** was led by Chairperson Luca Fiore.

**Public Comments:** There were no public attending for comments nor were there any public comments submitted for consideration.

**Approval of the minutes of the February 8, 2023 meeting:** A motion was made by Christi Farrar and seconded by Kenneth Yoon Lee to accept the minutes of the secretary for the February 8, 2023 meeting as presented. Motion passed unanimously.

**Presentation by Cornerstone Financial Planners regarding Trust Funds:** Greg Miner from the Cornerstone Financial Partners gave us a Capital Markets Review and an Investment Review. Our investment model is conservative and he feels this is a good fit for our funds. He suggests we stay with this model.

**Trustee Reports:**

**Chairperson’s Report -** Chairperson Natalie Luca Fiore explained there was no chairperson’s report.

**Treasurer Report -** Treasurer Donna Hopkins reported that she had not received a bank statement in time for this meeting but would forward it to recording secretary as soon it was received. Curtis received the following email from Treasurer Hopkins on February 14, 2023:

Peabody institute of Danvers, inc.                      **January 31-February 28, 2023**

Beginning Balance	570,001.95
Deposits	0.0
Income	677.20
Withdrawals	0.00
Expenses	0.00
Change in Value	(14,119.78)
Ending Balance	556,559.78

Year to Date              1.86%

**Director’s Report** - Director Noelle Boc reported on several things.

There was a report on circulation and collection statistics. Trustee Christi Farrar felt the ratio reports were very helpful. **BUDGET:** Director Boc has asked for an additional full time Assistant Librarian position, which is created out of three open part-time positions, to help with maintaining a stable staff. If approved, this will bring the library up to sixteen out of thirty-one staff positions being full-time. Boc has also requested an upgrade of the Information Technology Coordinator position to a Head of Information Technology, which is an increase in grade and salary. Currently, that position is viewed as an “assistant head” and is supervised by the Head of Technical Services who doesn’t actually

oversee any of that work. It is truly a completely separate department that deserves to be named as such and compensated accordingly.

**WEBSITE:** Envisionware Marketing Group is currently at work creating a new website for the library. Their rebuild of the site will include a mobile version and staff training so we can do updates ourselves, as well as tech support as needed.

**OUTREACH AND PROGRAMS:** The library now has a TikTok account: danverslibrary. Watch it for fun videos. We plan to create a series of reader's advisory videos, among others, on this popular platform. Trustee Chair Natalie Luca Fiore asked about the library using TikTok, she was concerned about the library having it available and added she was concerned about the security aspects of it. Boc assured her it would only be for talking about library information. Boc will be participating in Library Legislative Day on March 15<sup>th</sup>, which invites librarians across the state to visit the State House and bring the MBLC's legislative agenda to the attention of their legislators. Trustee Julie Curtis spoke about the recent Zoom program offered by the library on "Irish Genealogy". She found it very interesting.

Town Events coming up: The library will participate again this year in the Light the Night Purple event that is in support of those struggling with opioid addiction and run by DanversCARES. The event will take place out on the library lawn on the evening of Wednesday, May 17<sup>th</sup>. The town Pride Party is currently being planned for Saturday, June 3<sup>rd</sup>. Also Thursday, June 1<sup>st</sup> will be the Pride flag raising at Town Hall.

**BUILDING:** The library is planning a reorganization of the first floor to create a more usable and active Teen Room. Currently, teen materials are spread over three floors, and teens don't have a place to gather or do homework, and there is nowhere for our teen librarian, Jenny Santomauro, to interact with teens when they come into the building. We are working on a plan to turn the sunroom, that currently houses the newspapers and periodicals, into the new Teen Room. It is hoped to have this project completed by the beginning of the summer.

**Old Business:** Kenneth Yoon Lee, Chair of the Library Strategic Planning Committee, and Director Boc are planning on having a first meeting in April. Trustee Julie Curtis asked if there was any update on the Children's Room mural. Boc responded there was no update. A question was asked regarding upkeep of the "Little Libraries". Boc responded she would check with the "Danvers Rotary" as they had agreed to take them over.

**New Business:** Trustee Jessica Cargile led a discussion on materials in our collections. Chair Natalie Luca Fiore reported that there would be a "Sweet Paws" program at the library on the evening of April 27<sup>th</sup>.

**Adjournment:** Where there was no other business presented, a motion was made by Irene Conte and seconded by Michael Hagan to adjourn the March 8, 2023 trustee meeting at 8:25 pm. Motion passed unanimously.

Respectfully submitted,  
Julie E. Curtis, Recording Secretary