

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

Wednesday, May 11, 2022

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

**Absent:** Michael Hagan

**Guests:** Frank Herschede

**Staff:** Jennifer McGeorge, Jim Riordan

**Call to Order:** The May 11, 2022 library trustees meeting was called to order at 7:05 by Vice Chairperson Natalie Luca Fiore.

The **Pledge of Allegiance** was led by Vice Chairperson Natalie Luca Fiore

**Welcome to new Trustee** Library Director Noelle Boc introduced newly elected Trustee Kenneth Yoon Lee and the Trustees welcomed him.

**Reorganization of the Officers of the Board** Director Boc asked for nominations for Chairperson. Christi Farrar nominated Natalie Luca Fiore as Chair and Julie Curtis seconded the nomination. Irene Conte nominated Michael Hagan as chair and Charles Desmond seconded the nomination. Where Hagan was absent from the meeting, he was unable to speak on his behalf. Luca Fiore did speak on her behalf. A motion was then taken with the results – Jessica Cargile, Julie Curtis, Christi Farrar, Natalie Luca Fiore, and Donna Hopkins for Natalie Luca Fiore. Irene Conte and Charles Desmond for Michael Hagan. Natalie Luca Fiore was declared the winner. Because Kenneth Yoon Lee had not been sworn in he could not vote.

Director Boc then turned the meeting over to Chair Luca Fiore who asked for nominations for Vice Chairperson. Jessica Cargile nominated Christi Farrar as Vice Chair and Donna Hopkins seconded the nomination. The vote was unanimous.

Luca Fiore asked for nominations to treasurer. Julie Curtis nominated Donna Hopkins and Jessica Cargile seconded the nomination. The vote was unanimous.

Luca Fiore asked for nominations for the recording secretary/clerk. Irene Conte nominated Julie Curtis and Donna Hopkins seconded the nomination. The vote was unanimous.

**Public Comments:** There were no public present at the meeting nor were any public comments submitted for review.

**Approval of the secretary minutes of the April 13, 2022 meeting** A motion was made by Christi Farrar and seconded by Irene Conte to accept the regular minutes of the April 13, 2022 trustee meeting as printed. Motion passed unanimously. A motion was made by Jessica Cargile and seconded by Christi Farrar to accept the executive session minutes of the April 13, 2022 trustees meeting as printed. Motion passed unanimously.

**Trustee Reports**

**Treasurer Report**

Treasurer Donna Hopkins reported the following;

Peabody Institute of Danvers, Inc.

Beginning Balance	\$610,270.84
Deposits	0.00

Income	447.44
Withdrawals	0.00
Expenses	(1,519.67)
Change in Value	(33,704.84)
Ending Balance	\$575,493.77

Year to Date (11.91)%

Donna Hopkins will invite Carlie Dugan and Greg Miner from Cornerstone Financial Partners to attend the June 8, 2022 meeting to discuss our financial accounts.

### **Director's Report**

Director Noelle Boc reported on several things.

The library's new Head of Community and Outreach Service, Jillian Parsons, has started her work and is doing a terrific job already reaching out to Homebound patrons as well as making contacts with senior and rehab housing, Northeast ARC, and other organizations.

Summer Reading Program plans are moving forward for adults, teens and children. An in house theme of Self Care is going to be employed throughout the summer along with the state theme that involves camping.

Director Noelle Boc and Jillian Parsons attended the Light the Night Purple Event on May 4<sup>th</sup> and will attend the Healing and Unity Event on June 4<sup>th</sup> outside of the high school. They are also going to attend the Community Pride Party at the library on June 5<sup>th</sup>. Both of these events are open to the public. Boc reported they had also made a connection with the Endicott Park and are visiting their facilities in hopes of a collaboration with this department.

### **Old Business**

The deaf resources communication devices need in depth research to be able to get the best price.

The Lego Club was very successful. Jessica Cargile added she had brought her whole family.

There was no update on the children's room mural or the grant to fund it.

Second Vote to approve the new bylaws A motion was made by Julie Curtis and seconded by Irene Conte to accept the new bylaws. Motion passed unanimously. Director Boc will send the newly revised by-laws to Town Manager Steve Bartha, asking him to send it to the Town Counsel for their review.

### **New Business**

Discussion and vote on the updated Collection Development Policy There was a discussion and review of the updated Collection Development Policy. After the discussion and review a motion was made by Christi Farrar and seconded by Irene Conte to accept the Collection Development Policy as written. Motion passed unanimously. Director Boc will send us a link to a training video from the Massachusetts Board of Library Commissioners regarding challenges towards materials in library collections and encouraged the trustees to watch it.

Discussion of letter from Trustee Michael Hagan Due to the absence of Michael Hagan, the letter he wrote was not discussed.

Jessica Cargile asked about summer meetings. Chairperson Luca Fiore responded hopefully we won't have to meet over the summer.

**Adjournment:** Where there was no further business to discuss, a motion was made by Donna Hopkins and seconded by Irene Conte to adjourn the May 11, 2022 meeting of the library trustees at 7:55 pm. Motion passed unanimously.

Respectfully submitted,  
Julie E. Curtis, Recording Secretary