

MINUTES OF PEABODY INSTITUTE LIBRARY OF DANVERS MEETING

Wednesday, September 14, 2022

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

Absent: Jessica Cargile

Call to Order: The September 14, 2022 library trustee meeting was called to order at 7:05 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 June 8, 2022 meeting: A motion was made by Christi Farrar and seconded by Irene Conte to accept the minutes of the secretary for the June 8, 2022 meeting as presented. Motion passed unanimously.

Presentation of Children’s Mural Proposal with Amy Martin, Head of Children’s and Yetti Frenkel, Mural artist: The mural will be done in the play area of the children’s room. There were copies of the proposed mural for the trustees to review and a discussion followed.

Trustees Report:

Chairperson’s Report - Chairperson Natalie Luca Fiore informed the trustees that Vice Chair Christi Farrar and she had met with Director Noelle Boc regarding her annual review. Trustees were handed out copies of review. Chair Luca stated both she and Vice Chair Farrar recommended Director Boc be given a 3% raise. A motion was then made by Michael Hagan and seconded by Irene Conte to accept Director Boc’s review. Motion passed unanimously. A motion was made by Julie Curtis and seconded by Kenneth Yoon Lee to approve a 3% raise for Director Noelle Boc retroactive to July 1, 2022. Motion passed unanimously.

Treasurer Report - Treasurer Donna Hopkins reported the following:

Peabody institute of Danvers, inc.	May 31-June 30, 2022	
Beginning Balance	576,182.88	
Deposits	0.00	
Income	1,047.64	
Withdrawals	(5,000.00)	
Expenses	1.15	
Changes in Value	(29,577.48)	
Ending Balance	542,654.19	Year to Date (16.16)%

June 30-July 29, 2022

Beginning Balance	542,654.19		
Deposits	0.00		
Income	528.11		
Withdrawals	0.00		
Expenses	(1,367.75)		
Changes in Value	25,576.58		
Ending Balance	567,391.13	Year to Date	(12.34)%

July 29-August 31, 2022

Beginning Balance	567,391.13		
Deposits	0.00		
Income	564.52		
Withdrawals	0.00		
Expenses	0.00		
Changes in Value	(14,512.39)		
Ending Balance	553,443.26	Year to Date	(14.50)%

Director's Report:- Director Boc reported on several things.

Building News - The trees along the walkway in the lower entrance are being replaced with a native species of crabapple. This is a decision at the town level and based on a grant that enables the replacement of invasive species with native ones. The Grounds department expects to plant the new trees in September. Trustee Julie Curtis suggested the library post a notice explaining this and Director Boc agreed to do so.

The banner sign that is along Sylvan Street was taken down and a new sign was built and installed. The next step is freshening up the sign out by the path by the ground floor entrance. We also need to get a proper sign for the library on Sylvan Street. Boc is working on which agency is responsible for the cost of these signs. Chair Luca Fiore responded that years ago Town Manager Steve Bartha said the Town was responsible for costs of any interior/exterior repairs. Director Boc will be contacting a company that specializes in building signage to come in and do a survey of the library and give recommendations for wayfinding signage.

The caretaker of Glen Magna is giving a lecture and garden tour tomorrow starting at 10:30 and any trustee interested in attending is welcome to attend.

The archives is approaching its 50th anniversary in October. The library is throwing a celebration on Saturday, October 15 from 1-4:00 pm. The celebration will include a presentation including a few speakers, as well as Richard Trask, at 1:30 pm and will be followed by tours in the archives. The Friends of the Library will likely be helping to provide some refreshments for the event and Boc is working with some of the Trask family on the event.

The Summer Reading Program was back in full swing this year. The Children's program had 471 sign ups which was greater than the 2019 numbers. The Teen program had 51 sign ups. The Adult Program had 23 participants.

The Children's department also reached out to schools before the end of the year to offer library cards to the students. 333 new cards were given and many families said they had never come to the library before.

Jillian Parsons has done an outstanding job with outreach and has made recent connections with the Homes for the Deaf, Brightview, the YMCA and in the Senior Center. She also had a table out at the Danvers Concert Series to engage with the concertgoers.

Amy Martin, Jillian Parsons and Director Boc are all on the planning committee for the new Latinx Heritage Month town wide event and programs that will take place mid September until mid October. We are working with Jasmine Ramón, the Town Diversity Director, and the school superintendent, the Human Rights and Inclusion Committee, among others to create this new celebration. The main celebration is set to happen on the library lawn on Saturday, September 17th from 11 am to 2 pm and will include dance demonstrations and lessons and music, along with food trucks, crafts and community tables.

The Danvers Art Association and the library are planning another art show for the Standring Room. The theme will be winter scenes and the library is planning on a reception on Saturday, November 19th and the show will run through the first week of January. Ribbons will be awarded and Boc was asked to judge the show.

The library is also planning on helping the Danvers Art Association with their annual haunted house at their building on Elliott Street which will take place the last two weekends in October.

The Standring Room currently is hosting an international poster exhibit by Stephen Lewis on the topics of racism and diversity through September 27th.

The Department of Publics BBQ is being planned in October in the Gordon Room.

Director Boc reviewed the Special Accounts Clarifications.

Adjournment: Chairperson Natalie Luca Fiore asked for a motion to be made to adjourn the regular business meeting and immediately convene an Executive meeting. A motion was made by Christi Farrar and seconded by Charles Desmond to adjourn the September 14, 2022 regular trustee meeting at 8:34 pm and to re-convene as an Executive meeting. Motion passed unanimously.

Respectfully submitted,
Julie E. Curtis, Recording Secretary.