

MINUTES OF THE PEABODY INSTITUTE LIBRARY TRUSTEE MINUTES

Wednesday, June 24, 2020 via Zoom

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

Call to Order: The June 24, 2020, 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 Report: Chairperson Michael Hagan led a discussion on staff working. He asked if there was a list of employees taking courses while remote working. Assistant Director Jennifer McGeorge said they did keep track of professional development of staff. Hagan said this could assist with any public concerns with amount of time and productivity of employees working remotely. McGeorge responded the employees were producing at more than acceptable levels. Hagan suggested trustees meet in July to see how things are progressing. There was a discussion regarding some kind of staff reward as a token of the trustee's appreciation for all they have done during the pandemic. A motion was made by Christi Farrar and seconded by Donna Hopkins to purchase a shared \$400.00 gift card to Kaffmandu in Danvers Square. Motion passed unanimously.

Director Report: Director Lent discussed the FY2021 budget and said there wasn't much difference between the FY2021 and FY2020 budgets. He also stated the staff level will not be changed. Natalie Luca Fiore asked if any monies left over from program funding could be transferred to other accounts. Lent responded they could. A motion was made by Christi Farrar and seconded by Joan Hagerty to accept the FY2021 budget as presented. Motion passed unanimously.

Adjournment: Where there was no other business to address, a motion was made by Irene Conte and seconded by Natalie Luca Fiore to adjourn the June 24, 2020 meeting of the library trustees at 8:30 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary