

MINUTES TO THE PEABODY INSTITUTE LIBRARY TRUSTEE MEETING

Wednesday, March 12, 2018

Present: Irene Conte, Julie Curtis, Charles Desmond, Christi Farrar, Michael Hagan, Alex Lent, Natalie Luca Fiore, Jennifer McGeorge

Absent: Richard Bettencourt, Frank Herschede, Gail Tyrrell

There were no citizen's present nor were there any citizens comments presented for review by the trustees. The pledge of allegiance was led by Chairperson Michael Hagan.

Call to Order: The February 10, 2016 trustees meeting was called to order by Chairperson Hagan

Secretary's Minutes: A motion was made by Irene Conte and seconded by Natalie Luca Fiore to approve the February 15, 2018 secretary minutes as printed. Motion passed unanimously.

Chairperson's Report: Chairperson Michael Hagan reported that Director Alex Lent, Assistant Director Jennifer McGeorge and he went before the Selectmen on March 3, 2018 to discuss the budget. The meeting went well. We will be meeting with the Finance Committee next on April 11, 2018. A discussion was held regarding the tragedy at the Winchester library and safety measures we need to do. Chair Hagan, Assistant Chair Natalie Luca Fiore and Director Lent met with the Department of Public Works Chief and discussed his thoughts. There are some things done and they are: all staff will now have a panic button, photo identifications will be made up saying staff and worn on the lanyards. The library is waiting for a quote on the new camera system and it will be tied in with the new phone system. Doors for security and quiet purposes in the teen room have been ordered and will be installed in April. Library staff will receive some training in the security area.

Treasurer's Report: There was no treasurer's report presented as both Treasurer Frank Herschede and Assistant Treasurer Richard Bettencourt were absent and no report was forwarded.

Report of the Lyceum Committee: Chairperson Natalie Luca Fiore had nothing new to report. Luca Fiore did report that programs for next fiscal year were almost all booked.

Report of the Library Director: Director Alex Lent reported the library budget is looking good through the end of the fiscal year. Vehicle loaned for bookmobile is to broken to be used. Library will be getting another vehicle. Mall Pop-Up idea is going forward. Director Lent and Chris Amorosi, Head of Tech Services will be meeting with the Manager of Liberty Tree Mall on Friday, March 16th. On March 29th, the library will be holding a Harry Potter Day. Director Lent spoke about the need of purchasing a CD storage unit and said we could use state aid funds. After the discussion, a motion was made by Irene Conte and seconded by Julie Curtis to purchase the storage unit using state aid funds. Motion passed unanimously. Director Lent will be speaking at the Public Library Association Conference in Philadelphia, Pennsylvania. Lent wants to rename the Circulation Department the Access Services Department. He feels this is a more modern term that better encompasses all the work the circulation staff does.

Old Business: Charles Desmond asked Director Lent how the Strategic Planning was going. Lent responded there will be a leadership meeting to bet a game plan down for beginning a new one.

Adjournment: A motion was made by Natalie Luca Fiore and seconded by Irene Conte to adjourn the March 12, 2018 meeting at 8:10 pm. Motion passed unanimously.

Minutes taken by Natalie Luca Fiore and Transcribed by Julie Curtis