



BOARD OF TRUSTEES
PEABODY INSTITUTE LIBRARY
15 SYLVAN STREET
DANVERS, MASSACHUSETTS

Michael Hagan, Chair

Richard Bettencourt

Wilbur Cobb

Irene Conte

Julie Curtis

Dr. Charles Desmond

Natalie Luca Fiore

Frank Herschede

Gail Tyrrell

Agenda – Wednesday, April 20th, 2016 – 7:00 P.M.

Archives, Peabody Institute Library

Call to Order	Michael Hagan
Pledge of Allegiance	Michael Hagan
Citizen Comments	
To act on the minutes of February 10th, 2016	Michael Hagan
To act on the Chairperson's Report	Michael Hagan
To act on the Treasurer's Report	Frank Herschede
To act on the Reports of Standing Committees	
Buildings & Grounds/Renovations	Frank Herschede
Lyceum	Natalie Luca Fiore
Urn Restoration	Dr. Charles Desmond
To act on the Director's Report	Alan Thibeault
Adjournment	Michael Hagan

MINUTES TO THE DANVERS PEABODY INSTITUTE LIBRARY TRUSTEE MEETING

Wednesday, April 20, 2016

Present: Julie Curtis, Michael Hagan, Frank Herschede, Natalie Luca Fiore, Alan Thibeault

Absent: Richard Bettencourt, Wilbur Cobb, Irene Conte, Charles Desmond, Gail Tyrrell

There were no citizens 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 April 20, 2016 trustee meeting was called to order by Chairperson Hagan at 7:14 pm.

Peabody Urn: Town Archivist Richard Trask gave an update on the Peabody Urn restoration. He handed out the suggested text for the urn plaque. Director Alan Thibeault has requested the Public Works Department clean the pedestal. Trask said for the last 10-15 years the urn had flowers in it and as a result dirt residue had accumulated over the years. Trask suggested netting over the opening. Trask suggested instead of inscribing the names of the Trustees or Urn Committee members on the pedestal, having a framed document in the library listing the members of the Urn Committee. Director Thibeault will speak with Cassidy Brothers about the inscription on the pedestal and he and Trask will produce a program book to be handed out at the rededication, detailing the history of the urn and the restoration effort.

Secretary Minutes: Since a quorum was not present, discussion and acceptance of the minutes of the March 9th, 2016 meeting was postponed until the May 11th, 2016 meeting.

Chairperson's Report: Chairperson Hagan reported at last week's meeting with the Finance Committee, there was nothing but praise for the library operations and our budget. Director Thibeault and Chairperson will take part in a May 12th, 2016 meeting with Town officials in preparation for the May 16th, 2016 Town Meeting. Hagan thanked the following members of the trustees who attended the meeting: Wilbur Cobb, Julie Curtis, and Natalie Luca Fiore. Because of the date change in this month's trustee meeting, the investment committee meeting with Carley Duggan will be rescheduled.

Treasurer's Report: Treasurer Frank Herschede reported the following: The George Peabody Institute of Danvers, Inc. Investment Account had a beginning balance of \$397,317.81 and ending balance of \$411,386.75, for a gain of \$14,068.94. The George Peabody Society Investment Account had a beginning balance of \$95,361.11 and ending balance of \$99,048.30, for a gain of \$3,687.19. The trustee fund application seems to have everything in order.

Building and Grounds Report: Chairperson Frank Herschede reported on the HVAC Project. He reported the heating system work is completed. Director Thibeault will work with Public Works to obtain a copy of the punch list for the project. A warm spot has been noted on the third floor, where the heat seems excessive at times. Both ATCO and ENE Systems will return to the facility in early May to turn on and commission the air conditioning system. Thibeault will coordinate with Public Works ahead of that time so that ENE can adjust the system as needed.

Lyceum Committee Report: Chairperson Natalie Luca Fiore reported that there was a small amount of money left in the budget and it may be used towards the cost of the Sculpture reception and Peabody Urn rededication.

Director's Report: The library will be closed on Monday, April 18th, which is Patriot's Day. Tracy Joyce, the new Assistant Head of Reference and Information Services began work on April 11th. Tracy previously worked at Mount Ida College and Bay Path University. Marie Manganaro, a 24 year employee who has served as Assistant Head of Circulation for the past 21 years will retire on June 3rd. Her last day of work will be May 23rd. Her job

was posted on Friday with a deadline date of May 2nd for applications for the job. The hope is to begin interviews for a successor in early May. Information on a retirement party for Marie will be forthcoming. The department expenditure report is on target and the library will be getting the maximum allotment in state aid. The new piano sounds great and was used during the April 3rd afternoon of classical music in the Gordon Room.

Adjournment: A motion was made by Natalie Luca Fiore and seconded by Frank Herschede to adjourn the April 20, 2016 library trustee meeting at 8:00 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary

Salem News: Mills, Bennett return as selectmen; Verry makes school board

- BY ETHAN FORMAN STAFF WRITER, 5/4/2016

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Incumbent library trustees Julie Curtis, Natalie Fiore and Frank Herschede were also unopposed and reelected, as was Town Moderator Patricia Fraizer, who won another one-year term.

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