



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

Michael Hagan, Chair

Wilbur Cobb

Irene Conte

Julie Curtis

Dr. Charles Desmond

Natalie Luca Fiore

Frank Herschede

C.R. Lyons

Mary Beth Verry

Agenda – Wednesday, February 11, 2015 – 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 October 8th, 2014	Michael Hagan
To act on the Chairperson's Report	Michael Hagan
To act on the Treasurer's Report	C.R. Lyons
To act on the Reports of Standing Committees	
Buildings & Grounds/Renovations	Frank Herschede
Lyceum	Mary Beth Verry
Urn Restoration	Dr. Charles Desmond
To act on the Director's Report	Alan Thibeault
Adjournment	Michael Hagan

MINUTES OF PEABODY INSTITUTE LIBRARY TRUSTEE MEETING

Wednesday, February 11, 2015

Present: Irene Conte, Julie Curtis, Charles Desmond, Michael Hagan, Natalie Luca Fiore, Alan Thibeault

Absent: Wilbur Cobb, Frank Herschede, C.R. Lyons, Mary Beth Verry

The Pledge of Allegiance was led by Chairperson Michael Hagan. There were no citizens present nor were there any citizen comments presented.

Call to Order: The February 11, 2015 Library Trustee meeting was called to order at 7:10 pm by Chairperson Michael Hagan.

Secretary Minutes: A motion was made by Charles Desmond and seconded by Natalie Luca Fiore to accept the January 14, 2015 secretary minutes. Motion passed unanimously.

Chairperson's Report: Chairperson Hagan complimented the Public Works Department for the great job they have done with snow removal. The Danvers Rotary Foundation has sent a \$7,596.00 check to the library to purchase new furnishings for the Stranding Room including four club chairs, four loveseats, ten magazine racks, a newspaper spinner and additional shelving. Trustee Luca Fiore asked if this was something the foundation did annually. Director Thibeault responded the award is a one-time grant and that former trustee Tom Standing was instrumental in securing the donation. Thibeault made the Library's presentation before members of the Foundation.

Treasurer's Report: Due to the absence of both Treasurer C.R. Lyons and Assistant Treasurer Frank Herschede, there was no treasurer report presented.

Director's Report: Director Alan Thibeault reported the following: The recent program, *Chocolate: The Perfect Drug*, was very good. The number of attendees was lower than expected, but his feeling is that the inclement weather had something to do with it.

Building and Grounds Report: The following report was offered by Director Thibeault. The three most recent snow storms have presented predictable challenges in terms of snow clearance and treatment of the walkways. A patron fell on the rear walkway on February 5th and called Town Hall to complain. DPW personnel were promptly dispatched and they cleared and treated the area to prevent further mishaps. The February 2nd-3rd blizzard left a lot of snow on the main building's south portico, some of which leaked into the Standing Room below. No major damage resulted. Public Works personnel cleared the snow off the portico and will have a roofer repair cracks on the portico floor above the Standing Room to prevent future leaks. Director Thibeault will be meeting with Bob Lee, Assistant Director of Public Works to discuss HVAC and air conditioning issues. Library is looking at some closings and disruption in services. Thibeault says he will have better picture within 6-8 weeks. As part of the project the main and 2nd and 3rd staircases may have glass partitions installed from top to bottom to bring area up to the fire code. The project completion date is expected to be a year from now. Thibeault reported that SOS Security was coming tomorrow to install new panic buttons. Trustee Julie Curtis asked about the status numbering doors in case of an 'Active Shooter' situation. Thibeault responded there are six exterior doors, two of which are unlocked when the Library is open.

Lyceum Committee Report: Director Thibeault will e-mail trustees information on presentations during Black History Month. Natalie Luca Fiore, Co-Chair of the Gala Committee reminded trustees to purchase their tickets for the March 7th Gala.

Urn Committee Update: Committee Chairperson Charles Desmond inquired if the Town, as a cost-saving measure, could move the Urn's pedestal from its current location to the selected site of the restored Urn. Director Thibeault will speak contact Public Works about that and speak with Cassidy Brothers Forge to ascertain their work schedule and coordinate possible commencement of work on the restoration.

Adjournment: A motion was made by Irene Conte and seconded by Natalie Luca Fiore to adjourn the February 11, 2015 trustee meeting at 7:40 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary