

MINUTES OF PEABODY INSTITUTE LIBRARY TRUSTEE MINUTES

March 8, 2017

Present: Richard Bettencourt, Julie Curtis, Charles Desmond, Michael Hagan, Frank Herschede, Natalie Luca Fiore, Jennifer McGeorge, Gail Tyrrell

Absent: Wilbur Cobb, Irene Conte

There were no citizens present nor were there any citizen comments submitted for discussion.

The Pledge of Allegiance was led by Chairperson Michael Hagan.

Call to Order: The March 8, 2017 library trustee meeting was called to order at 7:04 pm by Chairperson Michael Hagan.

Chairperson Michael Hagan welcomed Assistant Director Jennifer McGeorge to the meeting.

Chairperson's Report: Chairperson Michael Hagan spoke about last Saturday's March 4th budget meeting with the Selectmen saying it was 'smooth sailing' Great comments by all the selectmen. The only question was by Selectman Dan Bennett who questioned why the library was open until 9:00 pm and asked if it would be worthwhile to close at 8:00 pm instead. Hagan said the trustees would be meeting with the Finance Committee on April 12th. Because the 12th is the scheduled trustee meeting, we will hold our April meeting on Wednesday, April 5th instead. Trustee Julie Curtis said it was too bad that out of the nine trustee's only three showed up for the selectmen's budget meeting. Hagan spoke of several personnel changes. Arianne Schwartz has been hired as a Senior Page, replacing Tom Marsella and that the library was in the process of receiving resumes for another Senior Page to work in the Children's Room. Fran Hegarty, Head of Technical Services retired on February 28, 2017. Assistant Head of Technical Services Christopher Amorosi was promoted to Head of Technical Services effective March 6, 2017. Information Technology Coordinator, Rachel Alexander was transferred to Assistant Head of Technical Services effective March 6th and the library will be posting to hire a new Information Technical Coordinator in the next week. Hagan also reported that the library is exhibiting handmade quilts by Jennifer Mahnke in the Ground Floor Gallery from March 10-31 and artwork created by Brooksby Village residents for the month of April. There will be a small public reception in the Gordon Room on Sunday, April 2nd. There is a concern with security on the third floor. Library in the process of notifying SOS Security regarding installing more cameras.

Secretary Minutes: A motion was made by Natalie Luca Fiore and seconded by Gail Tyrrell to accept the February 8, 2017 secretary minutes as written. Motion passed unanimously.

Treasurer's Report: Treasurer Frank Herschede handed out the Funds Application Report and reviewed through the end of February. He also handed out a cash Flow summary for February. Herschede reported both the Peabody Institute and George Peabody Society Investments had a good month. Julie Curtis asked about the \$204.00 charge for Survey Monkey. Jennifer McGeorge will check on this. Charles Desmond asked if the quarterly investment committee had with Carlie Dugan had taken place. Richard Bettencourt responded the Investment Committee meets before the regular meeting. He suggested the Investment Committee meets first and then invite Ms. Dugan to meet with the Investment Committee before the April meeting. Herschede reported the following amounts in our investment accounts for February 2017:

Peabody Institute of Danvers

Beginning Balance	\$430,731.88
Ending Balance	\$437,939.51
Change in Value	+\$ 6,626.43
Year to Date	+ 2.84%

George Peabody Society

Beginning Balance	\$97,215.16
Ending Balance	\$98,817.20
Change in Value	+\$ 1,469.58
Year to Date	+ 2.78%

After the presentation, a motion was made by Julie Curtis and seconded by Richard Bettencourt to accept the Treasurer's Report. Motion passed unanimously.

Report of the Building and Grounds and Renovations Committee: Chairperson Mike Hagan reported the following: The Town is installing additional electrical outlets throughout the library. The Trustees may be asked to pick up the costs of materials for this. Trustee Julie Curtis asked why we may be asked to pick up these costs. Chairperson Hagan responded he would research this. The beautification project will start in May of this year.

Report of the Lyceum Committee: Chairperson Natalie Luca Fiore reported she had nothing to add.

Chairperson Hagan complimented Acting Director Jennifer McGeorge for doing a great job.

Adjournment: A motion was made by Gail Tyrrell and seconded by Natalie Luca Fiore to adjourn the March 8, 2017 trustee meeting at 7:30 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary