

MINUTES OF PEABODY INSTITUTE LIBRARY OF DANVERS TRUSTEES MEETING

Wednesday, June 14, 2023

Present: Noelle Boc, Jessica Cargile, Irene Conte, Julie Curtis, Natalie Luca Fiore, Donna Hopkins, Kenneth Yoon Lee

Absent: Charles Desmond, Michael Hagan

Guest: Marie Norris

Call to Order: The June 14, 2023 trustees meeting was called to order at 7:00 pm by Chairperson Natalie Luca Fiore

Pledge of Allegiance: Was led by Chairperson Natalie Luca Fiore

Public Comments: Chairperson Luca Fiore introduced guest Marie Norris who discussed recent programming specifically the drag queen makeup that occurred in May.

Approval and Vote on the secretary minutes of the May 13, 2023 trustee meeting: A motion was made by Kenneth Yoon Lee and seconded by Irene Conte to accept the minutes of the May 13, 2023 trustees meeting as printed. Motion passed unanimously.

Trustee Reports:

Chairperson's Report – Chairperson Natalie Luca Fiore reported there was no chairperson's report.

Treasurer's Report – Because of a misunderstanding there was no treasurer's report. The treasurer reports for February, March, and April will be presented by Treasurer Donna Hopkins for approval at the September 13, 2023 trustee meeting. The treasurer reports for May, June, July and August 2023 will be presented by new Treasurer Jessica Cargile for approval at the September 13, 2023 also.

Director's Report: Director Noelle Boc reported on several things.

Budget – The 2024 Library budget was passed at the Town Meeting on May 15th. The Select Board is convening a Budget Conference Committee meeting on Tuesday, June 13th at 6:00 pm. This is a public meeting. Two Trustees and Boc have been invited to join. Boc invited any other trustee's to attend. The meeting will be held in the Police Training Room.

Staff – The library is in the process of interviewing for the three open part-time Assistant Librarian positions. There were about 20 applicants and we hope to have the three positions filled and started in July.

Summer Library Closings – June 19 for Juneteenth, 5:00 pm on July 3, and July 4th for Independence Day, and September 4th for Labor Day.

Mural and Memorial – Amy is working with Yetti Frankel, our mural artist, on a date to begin the work for the children's room mural. Yetti is in the middle of some other mural projects, so we anticipate a fall start to the process. Jessica Cargile asked that the trustees be able to review the changes on the mural.

Director Boc responded we would. There is a memorial project in the works for Lisa Bucco, our past Assistant in the Children's Room who passed away. Family and friends of Lisa are donating funds to create a LEGO cardinal statue, which will be in the Children's Room. A local artist, Dan Surette, is commissioned to create the artwork.

Boc reported that the library will be part of the Town's Archive Social which archives all social media posts. Jessica Cargile wanted to make sure we were abiding by the First Amendment in our social media.

Donna Hopkins mentioned that due to the number of new hires, these hires did not know who the trustees were and suggested having a luncheon during training.

Adjournment: Where there was no other business presented, a motion was made by Cory Ryan and seconded by Irene Conte to adjourn the June 14, 2023 of the trustees at 8:15 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis

Book Sale Date and Hours – included in trustee packet

Old Business:

Update on the Strategic Plan – Chairperson of Strategic Planning sub-committee Kenneth Yoon reported Town Accessible Committee had a survey almost ready to send out. He hoped to have more information for us at the September meeting.

Update on Little Libraries – Director Boc reported that Tory Adler, a Danvers resident had offered to fix up the little libraries.

Walkway repairs –. Jessica Cargile wanted to make sure the walk way was repaired properly.

Entrance Landscaping – Natalie Luca Fiore advised us if the library could get the Town to fund plants, she would be willing to take care of them.

New Business:

Discussion and Vote on the updated User Behavior Policy – trustees reviewed updated User Behavior Policy and made the following suggested changes:

7. The library reserves the right to inspect all bags, briefcases, backpacks, containers, and any similar items for library equipment and material. It was agreed to strike from document.

15. Photography or filming of library patrons without their permission is prohibited. It was agreed to strike prohibited and change to discouraged.

Everything was left as printed.

After discussion, a motion was made by Julie Curtis and seconded by Irene Conte to accept the updated User Behavior Policy with changes made. Motion passed unanimously.

Fundraiser planning – will be discussed over the summer. Trustees should reach out to Chair Natalie Luca Fiore with fundraising ideas.