

MINUTES OF THE PEABODY INSTITUTE LIBRARY TRUSTEES MEETING

Wednesday, September 13, 2023

Present: Noelle Boc, Jessica Cargile, Julie Curtis, Charles Desmond, Michael Hagan, Donna Hopkins, Kenneth Yoon Lee, Natalie Luca Fiore, Cory Ryan

Absent: Irene Conte

Call to Order: The September 13, 2023 library trustees meeting was called to order at 7:05 pm by Chairperson Natalie Luca Fiore.

Pledge of Allegiance: was led by Chairperson Luca Fiore

Public Comments: Chairperson Luca Fiore reported there were no one from the public attending tonight's meeting nor were there any public comments forwarded for discussion.-

Vote to approve the secretary minutes of the June 14, 2023 meeting: Trustee Cory Ryan reported that she was listed as being absent but was present at that meeting. A motion was made by Michael Hagan and seconded by Kenneth Yoon Lee to approve the June 14, 2023 secretary minutes with the correction noted. Motion passed unanimously.

Trustee Reports:

Chairperson's Report – Chairperson Natalie Luca Fiore congratulated Director Noelle Boc on her election as the Vice President of the Massachusetts Library Association.

Treasurer's Report -

Former Treasurer Donna Hopkins reported on the following:

Peabody Institute of Danvers, inc.	February 28-March 31, 2023
Beginning Balance	556,559.78
Deposits	0.00
Income	1499.48
Withdrawals	0.00
Expenses	0.00
Change in Value	5,920.75
Ending Value	563,980.01

Year to Date 3.23%

A motion was made by Julie Curtis and seconded by Cory Ryan to accept the February 28-March 31, 2023 treasurer report as presented. Motion passed unanimously.

Peabody Institute of Danvers, inc. March 31-April 28, 2023

Beginning Balance	562,812.47
Deposits	0.00
Income	899.71
Withdrawals	0.00
Expenses	(1,406.06)
Change in Value	4,338.81
Ending Balance	562,812.47

Year to Date 3.91%

A motion was made by Kenneth Yoon Lee and seconded by Donna Hopkins to accept the treasurer's report for March 31-April 28, 2023 as presented. Motion passed unanimously.

Peabody Institute of Danvers, Inc. April 29-May 30, 2023

Beginning Balance	562,812.47
Deposits	0.00
Income	755.76
Withdrawals	0.00
Expenses	0.00
Change in Value	(8,405.33)
Ending Balance	555,162.90

Year to Date 2.50%

A motion was made by Charles Desmond and seconded by Michael Hagan to accept the treasurer's report for April 29-May 31, 2023 as presented. Motion passed unanimously.

Treasurer Jessica Cargile reported the following:

Peabody Institute Library of Danvers, inc. May 31-June 30, 2023

Beginning Balance	555,162.90
Deposits	0.00
Income	1,514.00
Withdrawals	0.00
Expenses	0.00
Change in Value	14,150.12
Ending Balance	570,827.02

Year to Date 3.91%

A motion was made by Cory Ryan and seconded by Jessica Cargile to accept the treasurer's report for May 31-June 30, 2023 as presented. Motion passed unanimously.

Peabody Institute of Danvers, inc. July 1-July 31, 2023

Beginning Balance	570,827.02
Deposits	0.00
Income	953.76
Withdrawals	0.00
Expenses	(1,438.77)
Change in Value	9,796.07
Ending Balance	580,138.08

Year to Date 7.11%

A motion was made by Julie Curtis and seconded by Kenneth Yoon Lee to accept the treasurer's report for July 1-July 31, 2023 as presented. Motion passed unanimously.

Peabody Institute of Danvers, Inc. July 31-August 31, 2023

Beginning Balance	580,138.06
Deposits	0.00
Income	784.65
Withdrawals	0.00
Expenses	0.00
Change in Value	(9,715.06)
Ending Balance	571,207.67

Year to Date 5.45%

A motion was made by Jessica Cargile and seconded by Cory Ryan to accept the treasurer's report for July 31-August 31, 2023 as presented. Motion passed unanimously.

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

Grant – The library has successfully been chosen to receive a \$10,000 grant over two years for the LSTA grant Access for All. This is a state grant from the MBLC and is focused on aiding the Deaf and Hard of Hearing population in our community and includes purchase of technology and equipment, American Sign Language training for staff and a focus on programming that is inclusive of the group and also offers some translation services. The grant starts in October.

Outreach and Partnerships – The Friends of the Library made a little over \$4,000 on the book sale in June and were very pleased with the success of the event. Chair Natalie Luca Fiore asked Director Boc to send our congratulations to the Friends. The Library is collaborating with the town and schools on the Latilnx Heritage Month Celebration on Saturday, September 23rd at the high school. Jasmine Ramon from the Office of Equity and Inclusion offered a six week drop in series called Let's Talk About Race at

the Library during the summer. It was well attended, and she is interested in repeating the series again in the near future.

Building – The library has had numerous leaks this summer in the building, mostly due to the HVAC system and the humidity. The drip pans that catch condensation overflowed on various units throughout the summer, causing leaks throughout the ceiling. This has occurred on every floor. No materials have been damaged, thankfully, although ceiling tiles have fallen in at a couple of spots. The DPW has done an excellent job of responding to the leaks and we have replaced ceiling tiles as needed. As a result of the leaks there also have been a couple of faulty alarms in the system triggered. Julie Curtis asked if the old tiles had been tested for asbestos. Director Boc responded she would ask. Due to the ongoing building issues, Director Boc is going to begin investigating with the town and state what steps we would need to take to renovate the building within the next several years. Since our last major renovation was forty years ago, it seems to be a good time to begin thinking about the process. One thing Boc would like to see is a new elevator that would come all the way down. The teen space is going well. There have been no complaints from patrons.

Art – The Standing Room is becoming popular as a display space and Boc has had to create a calendar to keep track of the schedule.

Staff – Max McConnell resigned today and as he is going to the Peabody library.

Programming and Services – Party Day in advance of National LGBTQ+ History Month is being held on September 26th. The daylong celebration will include an inclusive story time from our children's department in the morning, an all ages dance party, a PG rated movie, two make up classes and all day craft stations in a few library areas. The library is now part of the Access to Justice Initiative, which is a partnership with the Massachusetts Trial Court system to provide remote court services. Mural artist Yetti Frenkel reports panels for the mural should be delivered by October 22nd. Prep work needs to be done.

Old Business: Strategic Planning Chairperson Kenneth Yoon Lee reported 207 persons responded to the survey. He feels committee is close to wrapping up and he doesn't see a lot of changes.

New Business: Millstone donation - Chairperson Natalie Luca informed us that the library received a call from Danvers Historical Society Executive Director Laura Cilley and David McKenna, President of the Danvers Historical Society regarding a mill stone found on a Beverly Farms property being sold. It is believed to be the original mill stone to the pond by the library. A relative to the owner said they would like to return this to Danvers as long the home purchaser doesn't want it. . Archivist Richard Trask informed library he would love this. A question arose how to move and deliver the item to Danvers. We were informed the public works cannot pick it up as it was too heavy but they could arrange to have it delivered. At the end of the discussion, a motion was made by Jessica Cargile and seconded by Donna Hopkins to accept the mill stone as a donation if it becomes available. A question was asked if the Select Board had to accept it. The motion passed unanimously.

Contact information for the Trustees- Chairperson Natalie Luca Fiore reported as elected officials, the public should have the right to know how to contact us. After a discussion on this it was decided to just list the Chairperson's contact information for public information. Director Boc will speak with Assistant Town Manager Jen Breaker about adding the Library Trustees to the Boards and Commissions on the Town website.

Julie Curtis congratulated the library insert that was included in the recent town electric bill. She has had several people compliment it.

Charles Desmond spoke about our overgrown grounds. He said there has been a lot of negativity regarding this on web pages. Director Boc responded concerns should be forward to the Town Manager. Boc also added a lot was weather and that there had been a lot of complaints made regarding town wide conditions.

Adjournment: Where there was no other business presented, a motion was made by Charles Desmond and seconded by Michael Hagan to adjourn the September 13, 2023 meeting of the board of library trustees at 8:12 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary