

MINUTES OF PEABODY INSTITUTE BOARD OF LIBRARY TRUSTEES MEETING

Wednesday, November 13, 2024

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

Absent: Charles Desmond, Michael Hagan

Guests: Carlie Duggan, David Elzey, Joan Haggerty, Greg Miner

Call to Order: The November 13, 2024 meeting of the library trustees was called to order at 7:03 pm by Chairperson Donna Hopkins.

Pledge of Allegiance: was led by Chairperson Donna Hopkins

Public Comments: There were no public comments made.:

Cornerstone presentation: Carlie Duggan and Greg Miner gave an update on our investment account and where we are and hope to go in the future.

Vote to approve the minutes of the October 9, 2024 meeting: A motion was made by Cory Ryan and seconded by Natalie Luca Fiore to approve the meeting minutes of the October 9, 2024 as printed. Motion passed unanimously.

Trustee Reports:

Chairperson Report – Chairperson Donna Hopkins informed us she would be reporting on the suggested revisions of the Peabody Institute Library of Danvers Scholarship Policy of MLS Courses under old business.

Treasurer Report – Treasurer Natalie Luca Fiore reported the following:

Peabody Institute of Danvers, Inc.	September 30-October 31, 2024
Beginning Balance	641,420.07
Deposits	-0-
Income	955.89
<u>Withdrawals</u>	-0-
Expenses	1,612.30
Change in Value	13,836.91
Ending Value	626,926.75

Year to Date: 9.67% (10.58 last year)

After the presentation of the September 30 to October 31, 2024 treasurer report, a motion was made by Julie Curtis and seconded by Jessica Cargile to accept the treasurer report as presented. Motion passed unanimously

Director’s Report: Director Boc reported on several things:

Building – Boc met with Stephen King to go over in detail the various building issues. Lighting is the priority.

Budget - the library has received the first budget memorandum from the Finance Office for FY2026. The expectation in the town is for level funding for departments with no changes or additions of new positions or services for the year, especially given the budget process will be more or less complete before a new Town Manager has been installed.

Staff – our two new part-time staff members, Jill Badin and Shannon Phelan started the last week of October and are doing well so far. Christopher Amorosi, our Head of Technical Services, has given his notice to move onto a great position with our consortium NOBLE. His last day will be November 22nd. Boc is working on updating the job description and posting it shortly. Boc reported when leaving a position in the Town, an exit interview with Human Resources does take place.

Outreach and Programs – the Celebracion, Trunk or Treat, and Citizen’s Academy representation from the Library all went very well this fall. The Friends of the Library will be hosting their annual Holiday Open House on Saturday, December 7th from 2-4 pm. The High School Theatre Club will be performing selections from their production of “Mean Girls” in the library on November 14th. This group has partnered with the NAN Project for this presentation. Trustee Jessica Cargile asked why there wasn’t anything going on with the afternoon Early Release programs. Director Boc will look into this.

Old Business:

Tuition Reimbursement/Scholarship Subcommittee Report and Policy – Chair of the subcommittee Donna Hopkins led a discussion on proposed changes. Where the trustees had questions and asked for clarification on some of the proposed changes, it was decided that another meeting of the subcommittee should be held before a vote was taken to accept the new policy. Chair Hopkins also said she would have to create a new application.

New Business:

Director Boc reported there were some patrons previously barred from the library for egregious behavior more than once trying to come into the library again. Previously they could appeal the decision to bar them to the board of trustees. Boc just wanted to let the trustees know in case any of them sent an appeal to the board of trustees asking to be allowed to come back in.

Adjournment: Where there was no other business presented, a motion was made by Natalie Luca Fiore and seconded by Irene Conte to adjourn the November 13, 2024 meeting of the Board of Library Trustees at 8:00 pm. Motion passed unanimously.

