

## **MINUTES OF THE PEABODY INSTITUTE LIBRARY TRUSTEES MEETING**

Wednesday, March 9, 2011

**Present:** Reni Conte, Wilbur Cobb, Julie Curtis, Donald Gates, Michael Hagan, Frank Herschede, Kathleen Lopes, Douglas Verry, Mary Beth Verry

**Absent:** T. Frank Tyrrell, Jr.

The Pledge of Allegiance was led by Chairperson Mary Beth Verry. There were no citizen's comments.

**Secretary's Minutes:** A motion was made by Reni Conte and seconded by Wilbur Cobb to accept the February 9, 2011 secretary's minutes. Motion passed unanimously.

### **Chairperson's Report:**

Chairperson Verry announced the regional legislative breakfast has been postponed until October. In the past the Trustees have matched the donation made by the Friends of the Peabody Institute Library towards the cost of the breakfast. A motion was made by Donald Gates and seconded by Reni Conte to donate \$75.00 towards the cost of this years breakfast. After a discussion on the breakfast, the motion was amended to make a \$75.00 donation to the costs of the breakfast once the final date was announced. This motion passed unanimously.

Chairperson Verry received notice from the Commonwealth of Massachusetts Board of Library Commissioners yesterday that Danvers has been issued the second and final State Aid to Public Libraries award in the amount of \$13,645.10. This brings our FY2011 total to \$26,320.31. It was noted that what the Town receives in State Aid will affect our FY2011 budget.

Next Tuesday, March 15<sup>th</sup> the Library Trustees will meet with the Board of Selectman to discuss our FY2011 budget. The Trustees will be meeting with the Finance Committee, who approve our budget, at a later date.

### **Treasurer's Report:**

Treasurer Donald Gates handed out and reviewed a copy of the Library Trustee's Funds report. It was noted that any revenue received from collected fines went back in to the Town's general fund and any damage costs as well as replacement of damaged goods stays with the library. Gates reported that the Peabody Institute Library Investment Account presently had \$420,939.46 in it. A motion was made by Kathleen Lopes and seconded by Frank Herschede to accept the Treasurer's Report as presented.

### **Report of the Building and Grounds Committee:**

Michael Hagan stated that the Danvers Public Works had done a great job keeping up with the snow removal. The first floor tile and carpeting has been ordered. The alarm system is working fine.

### **Report of the Lyceum Committee:**

Kathleen Lopes reported the February vacation week get together with the magician was well received with over 100 children attending. The recent ice cream social went well with over 200 attendees. Moneys earned from this fundraiser will go towards the renovations of the children's room.

### **Report of the Director:**

Director Douglas Rendell handed out a thank you letter from the Danvers Community Council for the donation towards costs of their Children's Christmas Program.

Rendell informed us that Marian Warwick Millar, an assistant librarian from 1957-1979, had recently passed away. A motion was made by Reni Conte and seconded by Frank Herschede to donate \$100.00 to the Beacon Hospice in Ms. Warwick Millar's name, as requested by her family. Motion passed unanimously.

Rendell reported that a large donation towards the Children's Room renovations was received by local dentist Dr. and Mrs. Donald Kowalski. Also the Riverside Elementary School Principal, Violetta Powers has contacted Director Rendell to let him know that proceeds from this year's fundraising will be given towards the renovations of the Children's Room also. The anticipated donation is approximately \$3,000.00 and should be presented in June. Rendell also will be speaking to the Riverside monthly meeting.

Rendell passed around a draft letter to our State Representative Theodore Speliotis, asking for his continued support of our library and if any funding reductions are proposed, that he vote against them. The letter was signed by all the Trustees present. Rendell will print the same letter to State Senator Frederick Berry and asked that the Trustees come in and sign it.

Copies of the FY2012 Preliminary Town Budget were handed out and discussed. Reviewing this document will be helpful for next Tuesdays Selectman's Meeting as well as we go through the budget cycle. Chairperson Mary Beth Verry suggested the budget proposed by the Trustees was not the same as the budget proposed by the Town Manager. Specifically, the Trustees voted a 3% raise to the library staff where as the Town was only giving 1% to all other Town Employees. Additionally, before final budget figures are done, figures may have to be redone. Chairperson Verry pointed out the library budget had already been reduced from what was originally submitted and that we had kept within the Town's directive to increase the budget by only 1%.

Director Rendell informed us that there had been over 70 applicants from all over the nation for the Reference Librarian position.

Trustee Reni Conte, Chairperson of the Friends of the Library Reception announced that this reception in honor of their service will be held on Sunday, May 22<sup>nd</sup>. More details will follow.

**Adjournment:** A motion was made by Reni Conte and seconded by Donald Gates to adjourn the February 2011 Library Trustees meeting at 8:15 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis  
Recording Secretary