

MINUTES OF PEABODY INSTITUTE LIBRARY TRUSTEES

Wednesday, April 21, 2010

Present: Wilbur Cobb, Julie Curtis, Donald Gates, Frank Herschede, Douglas Rendell, T. Frank Tyrrell, Jr., Mary Beth Verry

Absent: Reni Conte, Michael Hagan, Kathleen Lopes

Guest: Carlie Dugan from Raymond James Financial Services (Danvers Bank)

Call to Order: Meeting was called to order by Chairperson Mary Beth Verry at 7:00 pm

The Pledge of Allegiance was led by Chairperson Mary Beth Verry. There were no citizens present and no citizen comments were made.

Chairperson Verry introduced Carlie Dugan, Vice President, Danversbank Financial Services. Ms. Dugan informed us the market was finally up with indications that recovery was well on its way. The Trustees were commended for not panicking and selling out of the market. Ms. Dugan also reported on the George Peabody Society investments saying the returns were very similar to the library investments. She asked if the Trustees were planning on withdrawals this year. Chairperson Verry responded we were looking to update the Children's Room. Dugan recommended we tweak up equities accounts with the goal of increasing our equities by 15% with a 65/35 ratio. Chairperson Verry thanked Trustee Donald Gates for organizing Ms. Dugan's visit. After Ms. Dugan's presentation, the Trustees voted to discuss Ms. Dugan's recommendations further at the May meeting.

Secretary's Minutes: A motion was made by T. Frank Tyrrell, Jr. and seconded by Donald Gates to accept the secretary's minutes from the March 17, 2010 Trustees meeting. Motion passed unanimously.

Chairperson's Report:

Chairperson Mary Beth Verry thanked the Trustees who attended last weeks Finance Committee Meeting. Verry reported that a couple of questions asked by the Finance Committee dealt with library certification and collaboration with the school department. She felt the majority of the Finance Committee members were positive and recommended the library budget be passed. The final step will be the Town Meeting vote to recommend acceptance of the library's budget. Trustee Julie Curtis said she was able to attend the Finance Committee meeting and commended both Chairperson Verry and Director Rendell on their presentation.

Last Saturday's pancake fundraiser for the Children's Room was well attended and it was nice to see Director Rendell making pancakes.

The Danvers office of the NMRLS is scheduled to close due to budget cuts by the Governor. There will only be two offices remaining, in Waltham and Wheatley. The budget cuts are substantial for the Regional Offices.

The Peabody Institute Library will be hosting the Mass. Memories Road Show in June. This is where community key events are recorded. Trustees were encouraged to talk to their friends about this road show.

The Staff/Trustee Dinner with Halle Ephron as the keynote speaker was well received.

Treasurer's Report: Treasurer Donald Gates handed out a trustee financial report through March 2010 and pointed out there was not a lot of activity. A motion was made by T. Frank Tyrrell and seconded by Frank Herschede to accept the Treasurer's Report as presented. Motion passed unanimously.

Lyceum Committee Report: Chairperson Verry presented the report as Trustee Kathleen Lopes was absent. Verry said today's Brick building for 5+ aged children was attended by 40-45 children and everyone enjoyed it. There was great feedback from the parents who said they would like to see more Brick building. The children were well behaved.

Building and Grounds Report: Trustee Frank Herschede brought up that the Holy Trinity Methodist Church was hosting a supper tonight and our parking lot seemed to be more occupied. Director Rendell responded the library and church had always had a good relationship.

Director Rendell reported that a sprinkler head on the second floor by the micro film area had burst last Thursday, April 15, 2010, and water went down three flights. Rendell was contacted by the fire department at 12:30 am and was in the library 30 minutes later. The public works department did a splendid job mopping the area. The area ceilings were a mess and the carpet had to be cleaned. The library had to closed Friday, the 16th of April. Rendell has been working with the insurance company. The microfiche area was also affected. There was extensive damage to the library collections and equipment. The floors on the second floor are buckling and either will have to be sanded or replaced. The whole clean-up will take weeks. Rendell added this was upsetting because it was the second time this has happened and no one can figure out why and if this might happen again. There is yearly maintenance. Rendell hopes to hire an outside company to inspect and evaluate to diagnose why this is happening.

A memorandum from Town Archivist Richard Trask regarding the library sprinkler heads within the Archivist Manuscript Storage Area was handed out. Trask wrote that if such a malfunction were to occur in the storage area it would be catastrophic to the historical and legal records of the Town of Danvers. Trask asked for the safe removal and capping of the sprinkler heads within the next few days. Rendell responded that he was not sure that these requests could be accommodated.

Trustee Julie Curtis asked about delivering books to shut-ins. Rendell responded Mary Saratora was responsible for the Homebound Program. This is a delivery program in conjunction with the Senior Center.

Trustee T. Frank Tyrrell, Jr. inquired about changing the day of our Trustees meeting. This will be discussed again at the May meeting.

Adjournment: A motion was made by T. Frank Tyrrell, Jr. and seconded by Donald Gates to adjourn the April 21, 2010 meeting at 8:15 pm. Motion passed unanimously.

Respectfully submitted, Julie E. Curtis, Recording Secretary