

## **MINUTES OF PEABODY INSTITUTE LIBRARY TRUSTEE MEETING**

Wednesday, November 9, 2011

**Present:** Wilbur Cobb, Julie Curtis, Charles Desmond, Michael Hagan, Frank Herschede, Alan Thibeault, Mary Beth Verry

**Absent:** Reni Conte, Kathleen Lopes, T. Frank Tyrrell, Jr.

**Guest:** Dan Brothers from Edward Jones Investments

**Call To Order:** The November 9, 2011 Trustee Meeting was called to order at 7:02 pm by Chairperson Mary Beth Verry .

There were no citizen comments. Pledge of Allegiance was led by Chairperson Verry.

Trustee Wilbur Cobb remarked there was a good article on the new Library Director, Alan Thibeault in this week's Danvers Herald.

Chairperson Verry introduced Dan Brothers from Edward Jones Investments who addressed what Edward Jones could do for our investments that Raymond James could not. Edward Jones believes in the conservative long-term approach with buying qualities and buying and holding.

**Secretary's Minutes:** Chairperson Verry reported the following corrections to the October 13, 2011 Trustees Minutes: The motion to adjourn was made by T. Frank Tyrrell, Jr and not Douglas Rendell as reported. A motion was made by Wilbur Cobb and seconded by Frank Herschede to approve the minutes with the corrections noted. Motion passed unanimously. Trustee Michael Hagan suggested in the future if the Chairperson was absent from a meeting, the Library Director should not act as the Chairperson.

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

2012 Library calendars are for sale at a cost of \$10.00 with all proceeds going towards the Children's Room Renovations. The library staff took the pictures in the calendar.

The Town Managers Office has sent out the Fiscal Year 2013 budget policy. The Trustees were asked to review the policy and contact Chairperson Verry with any suggested comments or changes. A preliminary budget will be available for review at the December Trustees meeting. Verry encouraged as many Trustees as possible to attend the January 2012 meeting with the Town Manager.

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

Treasurer Frank Herschede handed out copies of the funds application form and reported the library was running within their budget appropriations. The George Peabody Society investment accounts were up 6% from last month and the Peabody Institute Library accounts were up 5% from last month. Herschede has submitted the Annual Report to the Secretary of State and has paid our taxes. A motion was made by Julie Curtis and seconded by Wilbur Cobb to accept the Treasurer's Report as presented. Motion passed unanimously.

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

Building and Grounds Committee Chairperson Michael Hagan has spoken with Director Thibeault regarding building and grounds issues. Hagan suggested we begin alarm and surveillance camera testing to make sure they are working correctly to the best of their abilities. Two tree branches fell down onto the lawn near the main entrance to the building. The DPW was notified and had the clean up taken care of within two hours. Thibeault was very impressed with the timeliness of the cleanup.

**Report of the Lyceum Committee:** Due to the absence of Kathleen Lopes, there was no report of the Lyceum Committee.

**Director's Report:**

Director Alan Thibeault reviewed his monthly report. The Library Open House will be 2-4 pm on December 7<sup>th</sup>. The Friends of the Library will be sponsoring an Afternoon of Classical Music starting at 2:00 pm on November 13<sup>th</sup>. Circulation numbers were up 1,000 from October. Thibeault has started meeting one-on-one with the Department Heads. Reservation of museum passes can now be done on line. The Friends of the Library fund these museum passes. The library will be closed from 5:00 pm on Wednesday, November 23<sup>rd</sup> until Saturday, November 26<sup>th</sup> for the Thanksgiving holiday. Director Thibeault reported that the Town Counsel has decided not to pursue civil litigation against the person found guilty of stealing the library's urn. Trustee Hagan suggested the Trustee's meet with the Town Counsel and let them know how important it was to pursue getting the \$24-25,000 estimated to repair the urn. Director Thibeault will speak with Diane Norris, Assistant Town Manager, to let her know the Board is not satisfied with the Counsel's decision not to pursue litigation to repair such an historically significant item as the urn. The Trustees stressed that if we were able to fix the urn, we would have to make the commitment to upkeep it. Director Thibeault reported that 90 people attended the Legislative Breakfast on October 21st. Trustee Wilbur Cobb and former Library Director Douglas Rendell represented the Danvers Peabody Institute Library. It was a nice event and speaker Sarah Woo was well received. There were nine legislators/their aides in attendance. A copy of Ms. Woo's speech was circulated. Trustee Charles Desmond asked that a copy of Sarah Woo's speech be sent to the Friends of the Library.

**New Business:**

None.

**Adjournment:** A motion was made by Wilbur Cobb and seconded by Charles Desmond to adjourn the November 9, 2011 Library Trustee Meeting at 9:10 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis  
Recording Secretary