

MINUTES OF GEORGE PEABODY SOCIETY MEETING

Wednesday, October 13, 2011

Present: Reni Conte, Julie Curtis, Charles Desmond, Michael Hagan, Frank Herschede, Kathleen Lopes, Douglas Rendell, T. Frank Tyrrell, Jr.

Absent: Wilbur Cobb, Mary Beth Verry

Guest: Alan Thibeault, new Director of the Library

Call to Order: October 13, 2011 George Peabody Society meeting called to order by Director of the Peabody Institute Library Douglas Rendell at 7:05 pm. Rendell announced that he would be acting as the Chairperson in Ms. Verry's absence.

Secretary's Minutes: A motion was made by T. Frank Tyrrell, Jr. and seconded by Reni Conte to accept the minutes of the George Peabody Society Meeting on October 13, 2010. Motion passed unanimously.

New Business:

Treasurer Frank Herschede reported the following: Presently there is \$74,594.48 in the Investment Account and \$17,133.17 in the money market. The money in the Investment Account went down from last year and Treasurer Herschede is not satisfied. He visited both Raymond James and Edward Jones Investments and found that if we transferred our investments to Edward Jones, they would only charge us a 1% management fee instead of the 1.5% fee charged by Raymond James. The equities are about the same between both companies. The hope is to be more conservative with bigger dividends. Herschedes hope is money from investments will evidently pay for operating costs. A motion was made by Kathleen Lopes and seconded by Reni Conte to invite Dan Brothers from the Edward Jones Investment Firm to come to a future trustees meeting and make a presentation so the Trustees can make a decision on how to proceed with our investments in the coming months. Motion passed unanimously.

Adjournment: A motion was made by T. Frank Tyrrell, Jr. and seconded by Frank Herschede to adjourn the October 13, 2011 meeting of the George Peabody Society at 7:13 pm. Motion passed unanimously.

Respectfully submitted,

Julie E. Curtis
Recording Secretary

MINUTES OF THE PEABODY INSTITUTE LIBRARY TRUSTEE MEETING

Wednesday, October 13, 2011

Present: Reni Conte, Julie Curtis, Charles Desmond, Michael Hagan, Frank Herschede, Kathleen Lopes, Douglas Rendell, T. Frank Tyrrell, Jr.

Absent: Wilbur Cobb, Mary Beth Verry

Guest: Alan Thibeault, new Library Director

There were no citizens present and were no citizen comments made. The Pledge of Allegiance was led by Library Director Douglas Rendell.

Call to Order: The October 2011 Library Trustee Meeting was called to order at 7:15 pm. Director Rendell announced that due to Chairperson Mary Beth's absence, he would be acting as Chairperson at tonight's meeting.

Secretary's Minutes: A motion was made by T. Frank Tyrrell, Jr. and seconded by Kathleen Lopes to accept the September 14, 2011 Secretary minutes as presented. Motion passed unanimously.

Chairperson's Report:

Director Rendell thanked everyone involved with the recent luncheon hosted by the Trustees in honor of the Friends of the Library. This luncheon was well attended and all 'Friends' were grateful. Reni Conte thanked Douglas Rendell, Charles Desmond, Julie Curtis for their assistance with the set up of the luncheon and clean up afterwards.

Rendell thanked all those who attended his Retirement Party last Friday. He said there were a lot of former employees and town employees who attended.

Legislator's Breakfast will be held on Friday, October 21st from 8-9:00 am at the Reading Public Library. Director Rendell will be one of the greeters. Rendell will get a list of the legislators who have signed up to attend. Sara Woo, one of the speakers lives next to our library.

Tomorrow night from 4-7 pm, the Town of Danvers will again host a Town-Wide Open House. The police station, library, fire station and town hall will be participating.

On Saturday, November 5th, 2011, there will be a Massachusetts Library Trustees Conference held at the Worcester Technical High School from 10:30 am – 2:15 pm. Director Rendell will forward a flyer to the Trustees.

Treasurer's Report:

Trustee Treasurer Frank Herschede handed out copies of the budget and reported the library was running within the budget appropriations. If there is not \$20,000.00 in revenues in February, Herschede will be recommending we readjust the budget. It was pointed out the Gordon Room was bringing in good revenues as there is a lack of meeting space in other town buildings. The library keeps rental fees from use of the Gordon Room instead of turning it over to the Town. Costs of new flooring in the Gordon Room was appropriated by the Town Meeting. Hard surface flooring is recommended because it is very washable. We are also looking for hard surface

flooring which will absorb sound. The Director will share the designs with the Trustees. Installation will probably be done in July or August as they are the slowest months for rentals. A motion was made by Kathleen Lopes and seconded by Reni Conte to accept the treasurer's report as presented. Motion passed unanimously.

Lyceum Report:

Kathleen Lopes has worked with JoAnne Powell to finalize the Fall/Winter programs. On Wednesday, October 26th at 3:30 pm, the library will be hosting the "Halloween Magic of the Steelgraves", magicians and illusionists. This is a program designed for school age children. On Thursday, October 27th at 10:00 am, the library will be hosting Steve Blunt and Friends presenting "There's a Vampire at My Door", silly, spooky musical fun. In the future, the library will be hosting multiple monthly music and singing programs presented by "Music by Dana". These programs are geared towards pre-school and kindergarten kids. Lopes added she is waiting to hear from adult sections. Trustee Charles Desmond asked about the possibility of having the local cable television televising these programs. Lopes responded that it could not be done due to legal issues. Lopes added parents did not want their children taped. She suggested we start with adult programs.

Report of the Building and Grounds:

There was some flooding around the exterior of the building on Tuesday, October 4th as a result of heavy rains. There was no major damage. The Children's Room entrance was not able to be used for a couple of hours.

Report of the Director:

Assistant Town Manager Diane Norris will follow up with Legal Council regarding attempts to recoup the costs of the repair and reinstallation of the Urn stolen last year, from the fellow who stole the urn. This must be done because the town insurance did not come forward to cover the costs of repair and there is no money in the library budget to cover the costs of the repair. In order to secure the funds ourselves, we must either fundraise or take it from other budget accounts. We lost two young trees during last years hurricane. Future plantings and grounds keeping are part of the long range plan.

The library is moving forward with the bidding for the Archives Room fire proofing. We are going from a wet system to a dry system.

Director Rendell's last day will be October 28, 2011. Suzanne MacLeod will be Acting Director on October 28, 30, 21 and Alan Thibeault will begin his new duties on November 1, 2011.

Director Rendell presented a library employee's request to borrow two vacation days from next year due to an extended illness. After a heated discussion, a motion was made by Reni Conte and seconded by Michael Hagan to grant the employee's request. Motion passed as follows: 5 voting to approve, 1 voting against and 1 abstention. At the end of the vote, Trustee Tyrrell said he felt this should be discussed in executive session.

Adjournment: A motion was made by T. Frank Tyrrell, Jr. and seconded by Reni Conte to adjourn the October 2011 Trustee Meeting at 8:15 pm. Motion passed unanimously.

Respectfully submitted, Julie E. Curtis, Recording Secretary

