

Draft of Minutes of Board of Trustees Meeting of June 13, 2019

Salem, Massachusetts

June 13, 2019

A meeting of the Board of Trustees was held this date at 4:00pm at the Library with Trustees Buckley, Merry, Morin, Salerno, Schild, Yale, and Mayor Driscoll present and presiding. Kerry Rourke was present. Miss Mansfield was present.

Approval of draft minutes from April 25, 2019 UNANIMOUS

Current Library Use and Financial reports were distributed. Miss Mansfield reported that circulation of physical items was third highest in NOBLE during April and May. Overdrive circulation was second highest in April and third highest in May. Miss Mansfield noted that the Library was closed for carpet installation from May 3rd through May 5th, and the Children's Room was inaccessible from May 17th through May 25th.

Miss Mansfield distributed an updated timeline for the HVAC project from project manager Michael Lutrzykowski. The installation of the roof cooling units was scheduled for July 29th, with cooling being brought online in phases from August 9th through August 30th. Discussion followed about cooling the building during the interim.

Miss Mansfield reported that the Carpet Replacement project was 95% completed and that there were small items on the punch list left to be completed.

Miss Mansfield reported that the repairs to the courtyard were scheduled to be completed by June 28th.

Miss Mansfield reported that the Poseidon Fountain was not awarded CPA funds during the current round. Discussion of other fund raising options followed.

Trustees Buckley and Yale reported that the Trustees had received a plaque from Historic Salem for their ongoing preservation efforts. The plaque is on display above the Circulation Desk.

A copy of the Library's FY20 budget was distributed for review.

Miss Mansfield reported that the annual landscaping had been completed, along with a special project of replacing the plantings under the oak tree along the Children's walkway. The Trustees expressed their appreciation for the ongoing generosity of the Bertram Kimball Beautification Fund benefactor.

Miss Mansfield reported that the Salem Gazette had asked for permission to photograph a painting for an article. The Trustees granted permission.

Miss Mansfield reported that the Trustees had received donations through AmazonSmile. She noted that an account number would need to be provided in order to receive the money. Mayor

Driscoll recommended getting in touch with the City Treasurer to find out more about best practices for accepting online payments and noted that Amazon allows organizations to create wishlists.

Miss Mansfield distributed information about distributing MBTA Charlie cards at the Library. Discussion followed. The options of giving away blank Charlie cards and installing the kiosk to sell Charlie cards were favored. Miss Mansfield will collect further information about the specifications and space required for the kiosk.

The Trustees thanked Leanne Schild for her years of service and wished her the very best with her move overseas.

Meeting adjourned at 5:04pm.