

Draft of Minutes of Board of Trustees Meeting of June 20, 2024

Salem, Massachusetts

June 20, 2024

A meeting of the Board of Trustees was held via Zoom on this date at 4:04pm with Trustees April, Austin, Buckley, Lutts, Morin, Rourke, and Mayor Pangallo present and presiding. Miss Mansfield was present.

Approval of draft minutes from April 18, 2024 UNANIMOUS.

Current Library Use and Financial reports were distributed. Salem was fourth highest in NOBLE for circulation of physical items in April and third highest in May. Salem was second highest in Overdrive/Libby circulation during April and May. Miss Mansfield noted that the daily visitor statistics were lost due to a server crash, so only monthly totals were available for the meeting.

Financial reports were distributed. Miss Mansfield noted that the second invoice from the Library Architect for the rooftop egress project was received and paid. She noted that the accountant had not yet sent an invoice for the completed services.

Miss Mansfield reported that the rooftop egress project was complete except for a final coat of roof sealant, which would be applied 30 days after the initial coat cured. Miss Mansfield noted that there were no more leaks in the study rooms. Trustee Morin noted that he had witnessed the leaking during the pre-bid walkthrough.

Trustee Morin reported that the fountain restoration was complete. Mayor Pangallo noted that City Hall had received lots of positive feedback. Trustee Morin reported that there were still some issues with the water flow and some small punch list items, so the final payment for Aquatic Arts was being withheld. He noted that a webcam had been set up so that Geoff can monitor the flow. Miss Mansfield reported that the trolley had been seen stopping in front of the library to view the fountain.

Trustee Rourke noted she was not present at the previous meeting and asked if she could be of assistance with drafting the wording for the new sign. Trustee Morin noted that the Historic Commission had granted permission for the temporary sign, and that a permanent sign would require obtaining a Certificate of Appropriateness, which is a longer process that involves attending meetings.

Trustee Morin noted that there are a few small issues now that the fountain is operational. The fountain is set to run from 11:30am-7:00pm to reduce electricity costs. He noted that the tree above the fountain continually drops leaves, which land in the basin water and block the filtration system. Trustee Morin noted that Geoff had provided a pool skimmer and that the library custodians were clearing the tree debris several times a day.

Trustee Buckley asked about the plans for a public unveiling. Trustee Lutts reported that there were lots of good ideas, but then they lost momentum. Trustee April reported that he had been in touch with SATV and the Salem Podcast and that both were interested in being involved with the event.

Trustee Morin reported that the lawn took very well and that he would look into whether the fountain can be turned off and back on again without disconnecting the power. He suggested that a ribbon cutting might also be a nice way to mark the event. Trustees Austin and Rourke will continue planning.

An estimate for printing fountain bags in color was distributed. Trustee April noted that there should be text added to say where it is. Trustee Rourke noted that the last order was for medium weight bags, and that adding an attribution is a good idea. Trustee Lutts noted that the image was dark and asked if there was a way to enhance the image. Trustee Morin volunteered to scan and enhance the painting. Trustee Austin offered to sell the bags at the Salem Farmers' Market.

Funding for the bags was discussed. Miss Mansfield reported that there were not enough funds remaining in the fountain account to purchase 200 bags and recommended transferring the full amount from the investments. Trustee Buckley made a motion to transfer \$2,846 from the investments to the checking account for the production of the bags. Seconded by Trustee April. UNANIMOUS

Proposed FY25 meeting dates of 9/19/2024, 11/21/2024, 1/23/2025, 2/20/2025, 4/17/2025, and 6/26/2025 were distributed. Trustee Rourke made a motion to accept the dates as presented. Seconded by Trustee Morin. UNANIMOUS

Adjourned 4:36pm.