

Draft of Minutes of Board of Trustees Meeting of April 20, 2023

Salem, Massachusetts

April 20, 2023

A meeting of the Board of Trustees was held via Zoom on this date at 4:05pm with Trustees April, Lutts, Morin, and Trustee Buckley present and presiding. Trustee Austin, Trustee Rourke, and Mayor McCarthy were absent. Miss Mansfield was present.

Approval of draft minutes from February 16, 2023 UNANIMOUS.

The Trustees welcomed Andy Lutts to the Board and gave an introduction to the responsibilities of the Board and the history of the building.

Current Library Use and Financial reports were distributed. Salem was fourth highest in NOBLE for circulation of physical items in February and fifth highest in March. Salem was second highest in February and March for Overdrive/Libby circulation.

Financial reports were distributed. Miss Mansfield noted that the expenditures were unusually high due to the two invoices from the accountant and the fine art policy renewal. The Trustees asked Miss Mansfield to ensure that the accounting happens on schedule in the future.

Miss Mansfield reported that the Historic Commission had approved the library's application for a ground level book drop after several revisions. She noted that the Historic Commission did not approve of the standard stickers that come with the book drop and asked that a custom sticker be created with a more historic design.

Trustee Morin reported that phase two of the fountain restoration had begun. He noted that while excavating the fountain's concrete foundation, they found that the pedestal was supported by a granite footing and additional layers of concrete. The contractors and the architect agreed that the foundation should be completely excavated and the granite footing removed. A layer of leveled fine gravel will replace the footing, and a reinforced concrete base will be installed on top. Trustee Morin noted that the granite slabs supporting the basin would be difficult to level and would be likely to shift again over time.

Trustee Morin reported that Daedalus will be on site next week to begin disassembling the basin. He noted that Aquatic Arts is planning to install an underground vault measuring 4 x 4 x 4 feet that weighs 1,500 pounds. The vault will be delivered to the library and Aquatic Arts will be on site to ensure the process goes smoothly. Trustee Morin shared photographs of the foundation, a tentative schedule, and an adjusted budget. He reported that it was necessary for Daedalus to remove the basin and restore it offsite, which will cost an additional \$24,000, and that the estimate from Aquatic Arts had increased by \$16,000 due to increasing costs of equipment.

Trustee Buckley thanked Trustee Morin for his work and noted how impressed she was with the progress on the project. She noted that she had been on the Board for more than 30 years and that the Trustees had been talking about fixing the fountain since she began.

Miss Mansfield reported that Darleen Melis from the Tree Commission had visited the library and discussed the dangers of over mulching around trees. She noted that some of the trees in the yard had too much mulch around them, and offered to do a presentation for the Board of Library Trustees. Miss Mansfield reported that she had contacted Starfield Landscape Design and they agreed that over mulching is dangerous and will visit in May to remove excess mulch and will assess the roots of the trees. The Trustees agreed that the yard should be checked for over mulching and did not think that a presentation was necessary.

The Homeworks Energy sidewalk proposal was revisited. The Trustees discussed the details and did not think the proposal was appropriate at this time.

Adjourned 5:13pm.