

Haverhill Public Library
Board of Trustees

Minutes of April 18, 2019

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 8:35 a.m. on Thursday, April 18, 2019 in the Donald C. Freeman Whittier Room. In attendance were Trustees Klueber, Veasey, Bresnahan and Rurak, along with Director Sarah Moser and Assistant Director, Ricky Sirois. Trustees Coletti and Sheehan were absent.

Secretary's Report

The trustees were given copies of the minutes dated March 21, 2019. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were so approved.

Treasurer's Report

Karen provided copies of the March financials for the Trustees to examine. Sarah pointed out that the library is on target with the budget but is over budget on building expenses. She also said that the MER will be reached. A motion was made and seconded to approve the reports. Approval was unanimous.

Director's Report

A copy of the Director's Report was given to the Trustees. Highlights include that Patron Appreciate Day was successful and that it brought in about 500 visitors in 4 hours, and Comic Con is May 11 and the library is expecting a large crowd. Also, the two new reference staff are doing well.

Old Business

After being invited by City Council to give an information session regarding certification, Sarah was instructed by the Mayor not to attend the meeting. The library is not expected to meet the MAR and will need to apply for a waiver for FY20.

Trustee Rurak started a discussion regarding a coffee shop in the library and the possibility of having a feasibility study conducted for it. He stated that he would like the study to be conducted as soon as possible.

There has been a great deal of upkeep to the building going on. Epoxy Floors North has been scheduled to fix leaks, Maroney is working on repairs to the HVAC system, Maroney and Schneider Electric are looking into the HVAC and geothermal system to see if either has been

operating poorly or out of date and causing the electric bill to rise, and power washing of the building is scheduled for mid-May.

New Business

Discussion regarding the FY20 budget took place. Sarah asked for a decrease in the outreach budget and an increase for utilities. Electric bills have unexpectedly increased. She submitted the first draft to the Mayor.

The board voted in favor of signing a contract and service plan with Schneider Electric for \$4100 per year and \$3000 in upgrades to the HVAC computer system.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 10:10 a.m.

Respectfully submitted,

Kathleen Bresnahan,
Secretary