

Haverhill Public Library
Board of Trustees

Minutes of December 20, 2018

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 8:40 a.m. on Thursday, December 20, 2018 in the Donald C. Freeman Whittier Room. In attendance were Trustees Klueber, Veasey, Bresnahan and Rurak, along with Director Sarah Moser. Trustee Sheehan was in attendance via telephone. Trustee Coletti was absent.

Secretary's Report

The trustees were given copies of the minutes dated November 15, 2018. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were so approved.

Treasurer's Report

Sarah provided copies of the November financials for the trustees to examine. She noted that there have been lots of donations to the Reader's Fund. 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 we will be getting another self-check out that is lower so people can see the screen better and we will be purchasing glare reduction screens for them.

Patron Appreciation Day will be on March 24 with performers and a scavenger hunt.

Sarah proposed the option of closing on Black Friday, to be discussed further in the future.

Sarah will be attending the ALA conference in Seattle at the end of January.

Sarah discussed the increase in bad behavior recently. There will be more police presence in the library.

Old Business

There was discussion regarding the agreement with Haverhill Promise. A motion to approve it, depending on some changes in language and consultations with others, was made by Trustee Rurak and seconded by Trustee Klueber. A vote to accept it was unanimous.

A new bookkeeper was hired and will start on Jan. 2. Interviews for the open position in Tech Services will begin after the New Year. There is one position in Reference still open.

New Business

Sarah asked the Trustees to vote and approve a change to the wording of the Code of Conduct policy to include the restriction of anything related to vaping in the library. There was a unanimous vote to accept the changes.

Erik Bauer's position in Special Collections expires at the end of January. There was a vote to extend his contract for six months contingent upon the trustees accepting his proposal, which is to be submitted in January.

There was discussion about hiring an archivist in Special Collections.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 9:40 a.m.

Respectfully submitted,

Kathleen Bresnahan
Secretary