

Haverhill Public Library
Board of Trustees

Minutes of May 16, 2019

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 8:35 a.m. on Thursday, May 16, 2019 in the Donald C. Freeman Whittier Room. In attendance were Trustees Klueber, Sheehan, Bresnahan and Rurak. Trustee Coletti was in attendance via telephone. Also in attendance were Director Sarah Moser and Assistant Director, Ricky Sirois.

Presentation by John Arcari

The first item on the Agenda was a presentation about the audit of the financial statements of the Trustees of the Haverhill Public Library by John Arcari of Blinn, Farrell & Company. The trustees were given copies of the Independent Auditors' Report as of June 30, 2018.

Mr. Arcari explained the audit with the Trustees and noted that the library is in good shape. He stated that it might be beneficial to do more fundraising in order to stay in compliance for donations received by a 501(c)(3).

A motion was made and seconded to accept the audit. Mr. Arcari departed at 9:10 a.m.

Secretary's Report

The trustees were given copies of the minutes dated April 18, 2019. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were so approved.

Treasurer's Report

The Trustees examined the April financial statements. A motion was made and seconded to approve the reports. Approval was unanimous.

Presentation by Andrew Pinard of The Key Foundation, Inc.

Mr. Pinard talked to the Trustees about the new book Camping with the Spirit of Adventure: Development of Boy Scout Camps for Youth in Northeastern Massachusetts by The Key Foundation, Inc. Some pictures and information in the book came from Special Collections and the Haverhill Public Library was acknowledged in the book. Mr. Pinard donated two books to the library. Trustee Sheehan suggested giving a donation to The Key Foundation, Inc.

Director's Report

A copy of the Director's Report was given to the Trustees. Highlights included that April was a busy month with baby farm animals, Haverhill Reads and a Library Team that participated in the Haverhill Education Coalition's trivia night. Also, there have been schools reaching out to the Children's/Youth departments for van service. The library released an Outreach Survey to find out what services the community would like to have.

Old Business

Sarah presented the FY20 budget that was submitted to the City. A vote to accept the budget, subject to any changes that need to be made after discussion with the Mayor, was unanimous.

There was more discussion regarding a coffee shop in the library and having a feasibility study conducted. The feasibility study is on the FY20 budget with an estimated cost of 15k. Trustee Rurak spoke about how coffee shops are the future of public libraries. Trustees Klueber and Sheehan discussed the problems that could arise, such as, management, board of health regulations and cleaning and staffing the coffee shop.

The front stairs and leaks have been fixed and the building was power washed.

New Business

Trustee Rurak discussed the Grad Family Trust financials and asked questions regarding transfer of the money to the Trustees and how to it is to be managed and spent once it reaches its maximum amount.

Trustee Rurak discussed the need for a revision of the donation policy to be more specific in what special collections will and will not take for donations.

The Friends board voted to replace the three drinking fountains in the library.

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