

Haverhill Public Library  
Board of Trustees

Minutes of October 17, 2019

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 8:35 a.m. on Thursday, October 17, 2019 in the Donald C. Freeman Whittier Room. In attendance were Trustees Bresnahan, Coletti, Klueber, Rurak, and Veasey-Sirois. Trustee Sheehan was in attendance via phone. Also in attendance were Director Sarah Moser and Assistant Director Ricky Sirois.

**Secretary's Report**

The trustees were given copies of the minutes dated September 19, 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 September financial statements provided by the Business Manager, Josh. He stated that there was not a significant change from last month except that the TD Wealth percent yield was a little higher. He added cash gifts into the balance sheet which is important so it matches the profit and loss sheet and also for transparency. Trustee Coletti reiterated a need for a capital fund for building expenses and there was discussion as to how to fund it. 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 included a steady September, a new Head of Reference, 3 new Library Clerks and a new Library Assistant in Circulation. Also, staff took the library van out to Oddfest, River Rukus and the Haverhill Farmer's Market which patrons were happy about; the Merrimack Valley Halloween Book Festival was a big success; and the annual Fall Fundraiser is happening this month.

**Old Business**

We are still waiting on quotes to fix the pipes and drainage issues.

The library will be open on Wednesday nights now.

The Trustees voted on and unanimously approved the 2020 holiday schedule and the FY20 meeting dates. Changes were made to the trustee's slate including the standing committees and should be voted on next month.

## **New Business**

There was discussion on updating the by-laws. These should be reviewed and updated as necessary.

Sarah discussed the first amendment right challenge that has been happening in public places including libraries and wants everyone to be aware of it. There have been instances of people taking pictures or recording a video inside a public building and of its employees and other patrons. Our library is within a private building but our staff are city employees so there is a gray area for us as to whether or not this is allowed. Our policy states that everyone needs permission to take pictures or videos in order to protect the privacy of others, especially children.

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