

Haverhill Public Library  
Board of Trustees  
Minutes of December 16, 2021

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:00 a.m. on Thursday, December 16, 2021 in the Donald C. Freeman Whittier Room. In attendance were Trustees Bresnahan, Coletti, Klueber, Rurak, Sheehan, and Veasey-Sirois. Also in attendance was Director, Sarah Moser.

**Secretary's Report**

The trustees were given copies of the minutes dated November 18, 2021. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were approved.

**Treasurer's Report**

Business manager, Josh, presented the financial statements for November. The investment portfolio continues to grow. Repairs and maintenance was higher than normal due to the work Paul is doing. All other expenses are in line with the budget.

There was discussion regarding the Sullivan trust that the library will receive a donation from.

Trustee Sheehan has appointed two outside trustees to manage a large donation.

A motion was made and seconded to accept the financial statements. The statements were approved.

**Director's Report**

Sarah discussed the highlights of the director's report:

- Staff had a good time participating in the Santa parade
- Luis is working with Andover Electric on outdoor lighting upgrades.
- Mary Braney was in three times in December and will join the meeting in February.

**Old Business**

**Staffing Update:** Flor has decided to leave the library.

**Building Update:** Schneider completed the manufacturing part of the work being done but needs to move the installation to January, due to being short staffed.

**Special Collections Update:** Sarah presented the expense reports for the past 5 years.

### **New Business**

Sarah presented an advisory board application to the trustees.

Sarah stated that she was asked by Dr. John Maddox to consider adopting a traditional book mobile and would like to donate money to help implement it. There was discussion about the outreach van and pop up library that we already have, which may be sufficient and less expensive.

Trustee Rurak discussed the importance of the Museum of Printing and suggested having the library offer museum passes to help generate interest in and knowledge about it in hopes to keep it open long into the future.

There being no further business to discuss, a motion was made and seconded to adjourn. The regular meeting ended at 10:15 a.m. The trustees entered into an executive session at 10:15 a.m. until 11:15 a.m.

Sincerely,

Kathleen Bresnahan