

Haverhill Public Library

Board of Trustees

Minutes of May 18, 2023

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:30 a.m. on Thursday, May 18, 2023 in the Donald C. Freeman Whittier Room. In attendance were Trustees Bresnahan, Coletti, Klueber, Sheehan and Veasey-Sirois. Also in attendance was Director, Sarah Moser and Assistant Director, Jane Lemuth.

**Secretary's Report**

The trustees were given copies of the minutes dated April 20, 2023. After perusing the minutes, a motion was made and then seconded to accept the minutes. The minutes were approved.

**Treasurer's Report**

Business manager, Josh, presented the financial statements for April. Highlights included:

- The portfolio was up slightly and is where it was at the end of March.
- Josh highlighted new donors, which make up 9% of Reader's Fund gifts.
- The FY21 audit is complete, as well as, the FY22 audit and tax return. The trustees would like to invite Jen to present the results.

**Director's Report**

A copy of the director's report was given to the trustees. Sarah discussed the highlights and other director's news:

- Comic Com was on May 13 and went well with about 740 people participating.
- The 150<sup>th</sup> anniversary store is up and running. We added new Spanish language and Pride month items. So far we have sold over 100 items.

The trustees discussed having a 150<sup>th</sup> anniversary event. Trustees Coletti and Bresnahan volunteered to form a sub-committee.

**Old Business**

**Budget Update**

- We are at 92% of our spending target and should be right at 100% by the end of June.

- Sarah only had one budget meeting with the Mayor. The Mayor released the final budgets to the public but we don't have access to it yet. Sarah is meeting with City Council next week but won't be prepared to discuss the budget without having access to it.

### **Staff Updates**

- Two new youth services staff were hired.
- Sarah is still hoping that the Mayor will upgrade the position previously held by Suzanne to 40 hours.
- Keith resigned as Head of Reference. That position has been difficult to keep filled. The salary could be more competitive.

### **Building Updates**

- Uptack completed HVAC repairs. Paul inspected it. Luis found more small leaks.
- The roofing company will contact the awning company regarding the brackets. Rob from Garland said that they were installed as the awning company asked for.

### **OverUnder Updates**

- Mark asked if the trustees approved of the OPM letter. They all approved.
- Mark asked if the trustees approved of the geothermal proposal. They all approved as long as Paul approves also.
- Mark asked if the trustees have made a decision on a budget. There was discussion of where to get funding for the project. They are still deciding on a budget.

### **New Business**

The Geoffrion family is wondering why the progress of the Senter project has slowed. Sarah suggested that we could outsource the work, which would cut down on costs and time. It would cost about \$73,000. The trustees discussed this option. Trustee Sheehan made a motion to spend \$25,000 to start the process. All were in favor.

Sarah discussed the potential for controversy regarding the upcoming teen drag program. So far we haven't received many negative comments. The LGBTQ groups thanked the library for their support and one asked staff to participate in their Pride parade representing the library. The trustees approve.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 11:25 a.m.

Sincerely,

Kathleen Bresnahan