

Haverhill Public Library
Board of Trustees
Minutes of February 17, 2022

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:00 a.m. on Thursday, February 17, 2022 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 and Assistant Director, Jonathan Nichols.

Secretary's Report

The trustees were given copies of the minutes dated January 20, 2022. 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 January. The investment portfolio has been fluctuating along with the market fluctuations. Reader's Fund gifts have been steadily coming in. There was discussion of the large donation that was given a few months ago and how to budget those funds.

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:

- Foot traffic is increasing but nights are still slow.
- The library was closed for 2 days due to snow.
- The outdoor lighting is complete.
- The security cameras are complete.
- There are two department head positions still open.

Old Business

Staffing Update: Nathalie has been a great addition to circulation. She speaks Arabic and Spanish and has good customer service skills.

Building Update: Sarah presented her discussion with MBLC regarding grant money for renovations, ideas that were given to her and questions to ask when doing a library renovation. Some popular items being incorporated into libraries now are good ventilation systems, solar power, private study areas and outdoor spaces. She suggested to the trustees to tour other renovated libraries in MA to learn about the positive and negative renovation ideas.

Trustee Coletti conducted research on architecture firms and talked to planners. She will reach out to more and work on getting proposals for consultations.

There was a motion to allocate \$75,000 to begin the renovation planning process. All were in favor.

There being no further business to discuss, a motion was made and seconded to adjourn. The regular meeting ended at 11:00 a.m.

Sincerely,

Kathleen Bresnahan