

Haverhill Public Library  
Board of Trustees  
Minutes of February 18, 2021

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 8:30 a.m. on Thursday, February 18, 2021 via Zoom or in the auditorium. In attendance were Trustees Bresnahan, Coletti, Klueber, Rurak, Sheehan, and Veasy-Sirois. Also in attendance were Director, Sarah Moser and Assistant Director, Jonathan Nichols.

### **Secretary's Report**

The trustees were given copies of the minutes dated December 17, 2020 and January 21, 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 January. He stated that there was a small dip in the Trustees account but it was back up in February. Gift income is in line with where it usually is. Most gifts this month were small donations. Library generated income has returned to where it was in October which is encouraging. The library is in line to break even with the budget. The funds are being managed well.

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

### **Director's Report**

Sarah discussed the highlights of the director's report:

- People aged 75 and older can sign up for vaccines at the library
- We are now allowed 25 patrons in the library at a time for 45 minutes
- Programming is doing well
- Ebooks are getting a lot of use

### **Old Business**

**Staff Update:** Head of Reference is still open. There haven't been many applicants due to a low salary, people not wanting to work with the public yet, and they are reluctant to leave jobs.

**Building:** Embree Elevator has given us a quote that is less than United Elevator and can do the work faster. They said the hydraulic portion needs to be done first. Trustee Coletti suggested looking for a grant to help pay for it.

The trustees voted to hire Embree Elevator and voted to officially hire Paul Anastasi.

### **New Business**

**Building:** Paul has come in the last few Fridays to get to know the building. He has been helpful and is working out well.

**Fundraising:** Sarah, Kathy, Deb and Kate met with Laura from Sage Fundraising to discuss fundraising efforts, such as, deciding on an attractive focus for soliciting donations and building a campaign around it.

**Budget:** Sarah will submit a request for the amount needed in the budget in order to meet the MAR. For the trustees budget, staff are coming up with ideas for what they will need for the upcoming year.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 10:00 a.m.

Sincerely,

Kathleen Bresnahan