

Haverhill Public Library
Board of Trustees
Minutes of January 20, 2022

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:00 a.m. on Thursday, January 20, 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 December 16, 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 December. The investment portfolio continues to grow. Repairs and maintenance was higher than normal due to Paul's consulting fees. Gift income increased in December.

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:

- There has been less foot traffic due to covid case increases.
- Andover Electric is waiting for parts to come in for the outdoor lighting.
- Paul is working to find another cleaning company.
- The security cameras are just about done being installed.
- The staff enjoyed a holiday pot luck lunch before Christmas.

Old Business

Staffing Update: Sarah and Jonathan have been covering nights and Saturdays for the open Reference and Children's department head positions. Interviews will begin shortly for the open Reference position. Interviews have begun for the open clerk position in Circulation. The open Children's position will be posted soon.

There was discussion of removing the business manager position out of the union and making it a department head position.

Building Update: Mary Braney joined via telephone at 9:30 a.m. to ask for the trustees input on the 3rd floor space. Trustee Coletti stated that the space is a donor space and was originally meant to be a gallery space and function room to be accessed even when the library is closed. Mary discussed ideas for re-working the spaces in the library to be more functional. There was discussion about needing a vision for the library in addition to functionality and the possibility of bringing in a team to help with that. There was also discussion on how to fund it using donations and fundraising and how to involve the whole community.

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