

Haverhill Public Library
Board of Trustees
Minutes of March 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, March 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 February 18, 2021. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were approved.

TD Wealth Presentation by Joe Marini

This first order of business was a presentation by Joe Marini regarding the performance of the portfolio and general account maintenance. He stated that the performance was solid, including the Special Collections portfolio.

Treasurer's Report

Business manager, Josh, presented the financial statements for February. He stated that gift income was up due to Reader's Fund donations and that there has been a tremendous response even though this fundraiser took place at a different time of the year than usual. He also stated that this is the first time he has seen a positive cash flow and that it should last into the fall.

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

Old Business

Building: Paul Anastasi joined the meeting to discuss his work done so far. He started creating a spreadsheet of equipment. He explained that the air compressors are only running on one cylinder, the HVAC system and heat pumps are near their end of life and that the water tanks are good for now.

Budget: Sarah submitted the budget to the City and also asked to hire a full time archivist.

New Business

Strategic Plan: The Trustees voted to hire a consultant to help with building a strategic plan and managing meetings and focus groups for \$3,500. A suggestion was made to hire a note taker for the meetings. A motion was made to hire the consultant, and to hire note taker if necessary. A second motion was made. All were in agreement.

Sarah is also working on a community survey for the Strategic Plan.

Re-opening Plan: Sarah discussed the plan to re-open the second floor as soon as the elevator is fixed. She is aiming for a June 1 date for re-opening evenings and a fall timeframe for in-person programming, but is planning for outdoor programs during the summer.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 11:05 a.m.

Sincerely,

Kathleen Bresnahan