

Haverhill Public Library

Board of Trustees

Minutes of July 21, 2022

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:10 a.m. on Thursday, July 21, 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.

Secretary's Report

The trustees were given copies of the minutes dated June 16, 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 June. Highlights included:

- The endowment continues to decline due to the markets.
- The donations from the Reader's Fund were the smallest the library has had.
- Need to remain vigilant due to the economy, inflation, and not receiving a usual large annual gift. May need to use income from the large gift that was received in December.

Director's Report

Sarah discussed the highlights of the director's report:

- Staff has stopped spending for the fiscal year and we are working on finishing up the budget. Both the city and trustee budgets came in on track.
- Foot traffic, program attendance and computer use are all up this month.
- There were about 350 people that came to the Summer Kickoff Party. There were some big programs and food trucks. Lots of people signed up for summer reading.
- Sarah is working on a draft annual report.
- Trustee Coletti stated that Sarah does a great job on the Director's Report. She would like to see more photos.

Old Business

OverUnder Update: Sarah discussed the differences between the working group and steering committee. The working group consists of a small number of staff and the trustees, if available. It should be informal, have weekly meetings and have open conversation. The steering

committee should consist of staff and the public, and be formal with minutes and monthly meetings. Sarah also discussed her ideas for establishing focus groups, including one for teens, Friends of the Library, individuals, and with Latino, elder and veterans services.

Building Update:

- Schneider finished the computer upgrade and trained Paul and Luis on it.
- Wilmington Pump is coming to look at a pump in the well that failed.
- A new A/C unit will be installed on the roof next week.

Annual Meeting

At 9:40 a.m., a motion was made and seconded to suspend the regular meeting and enter into the annual meeting. The trustees voted on the 2023 holiday schedule. All were in favor and it was approved. They approved the officers and made some changes to the rosters and also reviewed the committees.

The annual meeting ended at 9:45 a.m. and the regular meeting continued.

New Business

The trustees reviewed the Roku policy and voted to approve it. All were in favor.

Pursuant with open meeting rules, the Trustees made a motion to enter into executive session at 10:30 a.m, to discuss personnel issues. A motion was made to and seconded to end executive session at 10:45 a.m.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 10:52 a.m.

Sincerely,

Kathleen Bresnahan