

Haverhill Public Library  
Board of Trustees  
Minutes of December 19, 2024

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:30 a.m. on Thursday, December 19, 2024 in the Whittier Conference Room. In attendance were Trustees Bresnahan, Coletti, Kimball, Sheehan and Veasey-Sirois. Also in attendance was Director, Sarah Moser and Assistant Director, Jane Lemuth.

The trustees acknowledged the passing of Thomas Bringle.

**Secretary's Report**

The trustees were given copies of the minutes dated November 21, 2024. 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 highlights for November:

- The portfolio has been slightly down since October.
- The Fall Fundraiser brought in a total of \$6000, which is about \$5000 less than the usual amount.

**Director's Report**

A copy of the director's report was given to the trustees. Sarah discussed the highlights and other Director's news:

- We have been interviewing for the Head of Youth Services.
- Luis has been working with an electrician in Special Collections and looking into converting the lighting to LED.
- Luis ordered a dumpster to clean out the garage.
- We had an all staff meeting on Nov. 22 and focused on tardiness and rules about sick and vacation time.
- Haitian Creole webpages are becoming popular and are the most viewed after Spanish.

## **Paul Anastasi Building Update**

- Carl Orio is helping with the geothermal system. He will most likely be passing on his knowledge/business to his family.
- A few leaks were found after fixing the EFIS but the tech said it is coming in through the window sills, not the building.
- Paul has been discussing options for remodeling/redesigning the Children's and Teen's Departments.
- He discussed options for rearranging the Assistant Director's office, computer room, auditorium and reference desk area.
- There was discussion on what Special Collections money can and can't be used for during the renovation.

## **New Business**

Sarah and Jessica opened a new bank account for Haverhill Promise. HP received a large donation.

DGI interviews will begin in January for the open fundraiser position.

Sarah and Deb met with OverUnder and DGI to discuss the budget and fundraiser interviews. They clarified with DGI that we will not be paying again for the fundraiser search.

We are waiting on paperwork from the State in order to renew our non-profit status. It has to be renewed every 10 years.

Trustee Coletti asked if we should have a committee for succession planning. Sarah will do some research to find out what it entails.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 10:55 a.m.

Sincerely,

Kathleen Bresnahan