

Haverhill Public Library

Board of Trustees

Minutes of January 16, 2025

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:30 a.m. on Thursday, January 16, 2025 in the Whittier Conference Room. In attendance were Chairman Mayor Melinda Barrett, Trustees Bresnahan, Coletti, Kimball, Sheehan and Veasey-Sirois. Also in attendance was Director, Sarah Moser and Assistant Director, Jane Lemuth.

Secretary's Report

The trustees were given copies of the minutes dated December 19, 2024. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were approved.

Treasurer's Report

Sarah presented the financial highlights for December:

- Sarah went over the portfolio amounts.
- There were almost \$6000 in gifts in December.
- The operating report shows most line items on task as we are halfway through the fiscal year but need to watch building repairs and maintenance.

There was some discussion as to how to pay for the heat pumps and whether to use building and repairs or renovation money. The trustees decided to take it out of the endowment since they need to be replaced anyway.

There was also discussion on how much money is unrestricted in Special Collections and how much can be used for the renovation. About \$500,000 can be used for renovating outside of SC on the third floor.

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 had our holiday staff party at Game Time in Amesbury. Not a lot of staff were able to go but those that did had a good time.
- Children's had a Bluey party, which was so popular there was a waitlist. Trustee Bresnahan asked if next time we could make it so all kids can attend without having a waitlist. Sarah said we could try to come up with ideas.
- A cleaner from our cleaning company got stuck in the elevator and had to make an emergency call.
- We have had many meetings with DGI regarding a fundraiser.
- Karlee took over adult programming in reference. Trustee Bresnahan recommended more programs for adults on technology, AI and streaming.

- A new Head of Youth Services will be coming from Chicago and starting soon.

Old Business

There was discussion on finding a new board member, as a priority. There is one person who expressed interest in the position.

Fran purchased the hotspots and laptops with the UMass Lowell grant money.

New Business

CHA are meeting with general contractors and OverUnder is finalizing drawings. Both will present to the trustees soon.

Some lights need to be replaced in the building. Sarah asked the trustees if, at the same time, we should replace the pendant lighting in Special Collections or wait until the renovation. The trustees agreed to wait.

Trustee Coletti stated that there have been some good candidates for the fundraiser position and that the third round of interviews will happen next week. She proposed that the trustees spend money to provide extra support for the new fundraiser and to have a contract with DGI to make sure they are supported.

The Haverhill Chamber of Commerce chose the Haverhill Public Library for Business of the Month for March of 2024 and the Friends Shop for retail shop of the year. Sarah will attend a breakfast to honor the businesses at the Atkinson Country Club on Feb. 7.

Sarah started preparing the City budget for FY26.

The Union contract is overdue. Brendan and Jim Marks have been in negotiations with the City.

Sarah would like to start a small Creole collection after seeing how popular the Creole pages on the website are.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 10:35 a.m.

Sincerely,

Kathleen Bresnahan