

Haverhill Public Library
Board of Trustees
Minutes of February 20, 2025

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:30 a.m. on Thursday, February 20, 2025 in the Whittier Conference Room. In attendance were Chairman Mayor Melinda Barrett and Trustees Coletti and Sheehan via Zoom. Trustees Bresnahan, Kimball, and Veasey-Sirois attended in-person. Also in attendance was Director, Sarah Moser and Assistant Director, Jane Lemuth.

Secretary's Report

The trustees were given copies of the minutes dated January 16, 2024. After perusing the minutes, a motion was made and seconded to accept the minutes. The minutes were approved.

Treasurer's Report

Josh presented the financial highlights for January:

- Josh gave an update on the endowment, special collections and MacDougall fund portfolio amounts.
- He discussed expenses and payments made for the building project report.
- Sarah has received a few calls from lawyers inquiring about estate donations.
- The Reader's Fund will be going out soon and the materials should be updated.

Director's Report

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

- The new Head of Youth Services is doing well.
- It has been one year since the flooding occurred. There are no leaks now even with a lot of snow. Luis has shoveled off the roof.
- Paul is getting bids for the geothermal system.
- Sarah has been attending meetings with DGI and Tara will be going on maternity leave.
- Sarah submitted a level funded budget to the City for FY26 and will be meeting with the Mayor on March 1.
- Sarah will have the trustee's draft budget in March.

Tara from DGI joined via Zoom at 9:45. Cecily joined the meeting at 9:45 a.m. and Mayor Melinda Barrett joined via Zoom at 10:00 a.m.

Presentation by Tara from DGI and Cecily

Tara discussed the early framework for campaign planning. She estimates receiving \$2-3 million. Year one will be the bulk of the fundraising and understanding how the community is engaging. Year two will be a more public phase of fundraising.

Tara and Cecily discussed fundraising goals and pathways to get to the goal, what to do with the raised money and the need to make sure donors are clear on the allocation of their donations. They discussed prospective donors and their potential giving capacity and the need for a communication and engagement plan to include the public. They also discussed priorities for establishing a campaign committee timeline, identifying volunteers and a recommended budget.

Cecily discussed that the amount of donations we received for the last renovation according to past records was about \$2.1 million and how different the campaign atmosphere is now that we have the opportunity to educate people on why they should contribute and the fact that the potential to raise even more funds is much higher now.

Tara and Cecily ended their presentation at 10:30 a.m.

The Mayor ended her Zoom call at 10:45 a.m.

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