

Haverhill Public Library

Board of Trustees

Minutes of November 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, November 20, 2025 in the Whittier Conference Room. In-person attendance included Trustees Bresnahan, Coletti, Kimball and Veasy-Sirois. Trustee Sheehan attended via Zoom. Also in attendance was Director, Sarah Moser and Assistant Director, Jane Lemuth.

Secretary's Report

The trustees were given copies of the minutes dated October 16, 2025. 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 October:

- Updates on the current balances for the endowments, which continue to be consistent and increasing steadily.
- Expecting state aid payment to be submitted to the City soon.
- Earned \$615 from the MVHBF
- A donation was made to the McDougall Fund.

Cecily Craighill Davis Update 9:40 a.m. – 10:05 a.m.

- The meeting on Nov. 17 had a good turnout. Rami gave a good presentation and Cecily got up to date images for the brochures.
- There will be a breakfast with Andy Vargas on Dec. 17 and the next committee meeting will be in Jan.
- Cecily attended a webinar on de-carbonizing which we can focus on as a goal.
- There was discussion on grant applications that have been submitted and upcoming submittals. Trustee Sheehan met with the Greater Haverhill Foundation and suggested submitting an application to them.

Director's Report

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

- 1500 people attended the MVHBF
- The Page position has been filled and there will be an open position in Circ soon.
- Some pipes on the sprinkler system were repaired.
- Luis T continues to do a good job as the new night/Sat custodian.
- The open Haverhill Promise position was re-posted.

New Business

- Erland wants to drill under the cement to see what is there and do more thorough asbestos testing for \$11,000. Trustee Sheehan pointed out that there is a line item already in the budget for hazardous materials testing for \$15,000. Sarah will ask for clarification as to whether the cost is already in the budget.
- The staff will have an end of the year potluck, cookie contest and trivia. The holiday party will be delegated to staff to plan and will probably happen in Jan.

The trustees entered into an executive session at 10:30 a.m. to discuss staff gifts and bonuses. The executive session ended at 10:50 a.m.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 10:50 a.m.

Sincerely,

Kathleen Bresnahan