

Haverhill Public Library
Board of Trustees
Minutes of August 20, 2026

The regular monthly meeting of the Trustees of the Haverhill Public Library was called to order at 9:30 a.m. on Thursday, August 20, 2026 in the Milhender Room. In-person attendance included Trustees Bresnahan, Lyons, Sheehan and Veasey-Sirois. Chairperson, The Honorable Mayor Barrett, and Trustee Kimball attended via Zoom. Trustee Coletti was absent. Also in attendance was Director, Sarah Moser and Assistant Director, Jane Lemuth.

Secretary's Report

The trustees were given copies of the minutes dated July 16, 2026. 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 July:

- \$800,000 moved from Special Collections to the main endowment for building expenses.
- Josh prepared a handout to outline unrestricted funds, board restricted funds, children's and special collections department funds and cash that could become available for the building renovation.
- We received the first large bill from Erland for about \$600,000 which came from the MacDougall trust.
- We have received a few campaign gifts as well as a few memorial gifts.

Cecily Craighill Davis Update

- Cecily discussed current, outstanding, and upcoming grant requests.
- She presented options and ideas for a donor wall for fundraising.

Paul Anastasi Report

- Paul clarified the major companies involved in the renovation including CHA, OverUnder, West Work, Erland and SGH and the roles that they and the trustees have when working together. He and the trustees agreed that more updates and timely communication is needed.
- He explained the fact that we have a guaranteed maximum price and that any changes have to go through the change order process and be approved by himself, Sarah and designated trustees depending on the amount.

- He explained that while removing the exterior parts of the building they found that there is a lot of adhesive on the gypsum sheathing that is difficult to remove and a change order will be presented for around \$200,000 to replace or fix it.

CHA and OverUnder Discussions

- Tom and Deepa from CHA and Rami, Soo Jin, Katie and Mark from OverUnder joined at 10:00 a.m.
- Tom discussed the unexpected adhesive on the gypsum that will need to be either replaced or fixed and his recommendation to fix it rather than replace it, as it would be easier and cost the same, which will be around \$220, 000. Trustee Sheehan questioned how this was missed in the inspection of the building exterior. Tom stated that they didn't realize the extent of it after sampling only a few places.
- Trustee Sheehan made a motion to approve the change order in order to repair the gypsum sheathing for a total of \$222,000. Trustee Veasey-Sirois seconded the motion. All were in favor.
- Tom also discussed upcoming change orders including for the building exterior and the process to approve the change orders. Paul, Sarah and trustees Kimball and Lyons have the authority to approve changes up to \$10,000 but Tom suggested increasing that amount to avoid delays as amounts over that would require a public meeting with the trustees according to state open meeting laws.
- Trustee Lyons made a motion to approve authority for Paul, Sarah, Joan and himself to approve change orders up to \$100,000. Any amount over that should be voted on by a quorum of the trustees. Trustee Sheehan seconded the motion. All were in favor.
- Soo Jin explained that the number of "surprises" that have come up are normal and that as the construction goes along things may change from the original designs if another option appears to make more sense. So far only minor changes have occurred.
- Deepa stated that we have about \$680,000 in a fund for unexpected expenses and that about \$350,000 is in proposed change orders already. She also stated that because of the unexpected building exterior fixes that need to be made, that the new completion date is September 6, 2027.
- Trustee Lyons suggested establishing a standing meeting, possibly before or after each OAC meeting.
- Members of CHA and OverUnder departed the meeting at 11:00 a.m.

Director's Report

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

- Union staff has complained to the Union regarding noise and construction disruptions without addressing it with Sarah first. The union rep came to ask Sarah what can be done

and she said she would provide noise cancelling headphones and ask that the most disruptive construction be done on off hours. Staff has been told there will be disruptions during the whole renovation and to speak with Sarah about minimizing it. Sarah would like to have another staff meeting with Erland soon.

- Jackie's retirement party will be on September 11.

There being no further business to discuss, a motion was made and seconded to adjourn. The meeting ended at 11:15 a.m.

Sincerely,

Kathleen Bresnahan