

Trustee Meeting Minutes

January 10, 2022

The first 2022 meeting of the Leominster Public Library Board of Trustees was held on Monday, January 10, 2022, in-person at the conference room of the library.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir. Secretary Lawrence NFOR, Susan Shelton, Joanne D'Onfro and Jim Despo. Also present were the Library Director Alexander Lent and Assistant Director Nicole Butler.

The chairperson called the meeting to order at 5:00 PM.

PUBLIC FORUM

There was no one in attendance to address the board in the public forum

APPROVAL OF MINUTES

The minutes of the board of trustees meeting of December 15, 2021 were approved (SCZ/JD).

LIBRARY REPORT

The Library report was accepted as presented with updates by the Director.

OLD BUSINESS

Part-time pay increase: As Massachusetts wage increase directly impacts the part-time staff, this change was budgeted and a vote needed to officially apply new rates. It was approved by board by vote (SS/JCD).

NEW BUSINESS

FY2023 Budget early draft: Discussions were carried out on the details of the budget and suggested that library materials should be used instead of books. Noted that this is the draft budget and there is still some time to make adjustments before the final copy.

Daily Overdue Fines: The proposal to not charge daily overdue fines was discussed and concluded that it is best to decide to keep fine or do away with it rather than try it for a while and revert if not working. A request for data on how many people pay fines as well as grouping be presented to help inform our decision. Given that we are also making changes to outstanding material, it will be best if we see the report before making the decision on fines as a whole with respect to purge of outstanding or lost material, till 2014. It was concluded that the item be put on hold till next meeting for a more informed decision using the fine amnesty program as well as discussing this with the City.

Social Media Policy: This post shows how much oversight is given to posts and not much is anticipated in changes. The policy was approved after discussion, edit and clarifying of statistical information available (SCZ/JCD).

Impact of Omicron Variant: Not much is anticipated for early action, but given that testing is on-going and staff are very cautious. Staffing needs are not a concern for now. Based on door count, some growth was noticed earlier on and numbers slowing a bit after the announcement on the variant. Some libraries have cut down on activities to reduce direct impact or completely shut down. At moment, given the staff caution and patron response, there need not be an action at the moment – if need be, an emergency board meeting will be convened.

Library Organizational Chart: Slightly corrected for some name changes and structurally correct as presented. No more changes have been made and it is working well so far with names on positions on chart.

The meeting adjourned at 5:37PM (JD/JCD).

Submitted by

Lawrence NFOR, Board Secretary.