

Trustee Meeting Minutes

July 11, 2022

The July 2022 meeting of the Leominster Public Library Board of Trustees was held on Monday, July 11, 2022, at the conference room of the library.

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

The Board Chair called the meeting to order at 5:03 PM.

OPEN FORUM

One resident was in attendance, but did not address the Board in the open forum

APPROVAL OF MINUTES

The minutes of the board of trustees meeting of June 13, 2022 were approved after edits were made to the first page on attendance as well as the incident report.

Another correction was that Nicole Butler was absent for the June meeting (JCD/SCZ).

LIBRARY REPORT

The library report was accepted as presented by the Director. He shared the materials budget with the board and it was requested that the revised year-end balance sheet be presented. This will be done when a clear picture of what is being carried over is available. The sprinkler system is now updated (about \$460 spent) with ability to turn on different zones specifically and the system not turning on when it rains.

OLD BUSINESS

FY2023 Budget: The internal budget was presented and a clearer more accurate version will be available for the next board meeting. The budget is a bit reduced and the material budget collection line was highlighted.

Library Roof Update: Still waiting for Coplan to bring in their quote, a third-party assessment. Currently, no active leaks. A quote was also sought for carpet replacement and these will be

included in the letter to the Mayor. Additional research and quotes for masonry work around the library was sought.

NEW BUSINESS

Art Insurance Renewal: The board voted to approve \$568 for insurance renewal (5-0).

Strategic Planning Process: The Director requested that the board approve that a committee be setup to begin a 3-year strategic plan for the library. A consultant will be sought and presented to the board including cost of the selected consultant. The proposal was approved with desire to get a consultant who will work on/with focus groups (LN/SCZ). A motion was made to assign a trustee to the committee. This was agreed upon unanimously.

August Meeting: A motion was moved, seconded, and carried that the board have no meeting in the month of August 2022. (SS/JCD) If need be, an emergency meeting will be convened. The next meeting of the board will be held September 2022.

The meeting adjourned at 5:34PM (JCD/SCZ).

Lawrence NFOR,
Board Secretary.