

Trustee Meeting Minutes

December 11, 2023

The December 2023 meeting of the Leominster Public Library Board of Trustees was held on Monday, December 11, 2023, at the historical conference room of the library.

In attendance were Mark Bodanza, Susan Chalifoux Zephir, Lawrence NFOR, Susan Shelton, Jim Despo and Joanne D'Onfro. In attendance was the Library Director Alexander Lent.

The chair, Mr Bodanza, called the meeting to order at 5:01PM

OPEN FORUM

No one was available to address the Board in the open forum.

APPROVAL OF MINUTES

Minutes of the trustee meetings of September, October and November were all approved with the following abstentions (JCD/SS).

- September 2023 minutes, Jim Despo abstained from approval because he was absent.
- November 2023 minutes, Susan Shelton and Lawrence NFOR were absent so abstained from vote as well.

LIBRARY REPORT

The Library Report, as presented, revealed that there was more work to be done than just the roof of the building. A comprehensive report on page 24, with three pages of recommendations at the end of the report. With this modification, a lot of discussion with City Hall team for finance was on-going. Though all others are not in crisis mode, like the roof, the repairs are important. The Director suggested that we also look into hiring a third-party supervisor and the cost estimates were also being sought after, by the Director.

We also were certified for state aide and first payment will be \$62,000. The report was approved.

OLD BUSINESS

Cormier Young Adult Center Policy: As a carryover from last month's meeting, a typo was corrected. That, while everyone was welcomed to the Teen Center to browse through their

collection, only teens were allowed to stay and hang-out at the Teen Center. This was ratified by the board as requested (SS/JD).

Patron Issues: There were no patron issues to report from last month.

Staffing Updates: Julie Cellularo left, and from information gathered, part of the issue related to her departure, could have been solved at the level of the City if request was made. Sad to see her go, even after the solvable issue was brought to light. The new commute is now 10 minutes, compared with the 45-minute commute she has had to the Leominster Public Library. Interviews will begin to refill this position – noting this has been a high turnover position recently.

NEW BUSINESS

Building and Grounds Plan Draft A broad plan was presented to the trustees and a facilities guide was presented as a working document and will be examined as the days go by. No vote was required at presentation of this plan.

Review of Library Director's Contract The personnel committee presented to the board a summary of deliberations and modifications made on the Director's contract and its expected deliverables. Cost Of Living Adjustments (COLA) to the pay scale will be adjusted with the City, year to year. This was approved by the board and three copies were made available for all Trustees and Director to sign and file (JD/SS).

Calendar Year 2024 Board of Trustees Meeting Dates The director presented the proposed calendar for 2024 meetings, it was examined and approved by all trustees (SCZ/JCD).

ANNOUNCEMENTS: None!

The meeting adjourned at 5:42PM (SS/SCZ).

Lawrence NFOR, Board Secretary.