

## Trustee Meeting Minutes

June 11, 2018

The June meeting of the Leominster Public Library Board of Trustees was held on Monday, June 11, 2018, in the Leominster Public Library Conference Room.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir, Lawrence NFOR, Carrie Noseworthy and James Despo. Also in attendance were Sondra Murphy, the Library Director and guest, Linda Mack of Community Foundation.

The meeting was called to order at 4:32 PM.

### APPROVAL OF MINUTES

The minutes of the May 14, 2018 meeting were approved without questions (JD/CN).

### DIRECTOR'S REPORT

The Director's report for the month of May 2018 was accepted as presented.

A request was made that the library be considered for closing her doors to the public to observe Longsjo Bike race on June 30. This was accepted by the board that the Library will be closed on June 30, 2018. (SC/JD)

### OLD BUSINESS

The Exhibit Policy was brought up with the modifications as suggested in previous meeting and was approved by the board. (JD/CN)

Updates on the hiring of an Assistant Library Director were given and the questions still surround who had the final decision on the hiring. While the MBLC is of the position that it is the Library Director's call, the City Solicitor's office states that it is the Board of Trustees. This process in decision-making will further be revisited as the committee goes on with the selection process.

The FY19 Budget was approved by the Mayor's office and the decision to move some funds from personnel to operating budget is still pending. This transfer of funds will enable the

Director to carry out some masonry work that needs to be done soon for safety reasons. It was approved that the total sum of \$13,000 be moved from salary to building and grounds. (JD/CN)

#### NEW BUSINESS

Linda Mack from the Community foundation presented the procedure and methods of set-up of our account with the non-profit organization. She also explained the mission of the foundation. A discussion was led into an understanding of how the investments were set up and the withdrawal authorizations. Due to the limited information on specifics that could not be answered at the time, it was suggested that Ms. Mack get some more information on the investment strategy – short-term or long-term and we plan to return to this topic in subsequent board meeting. A follow up was also requested that the mails and interest updates from the Community Foundation be sought and carefully looked at with respect to the growth of income and rate chosen.

The unattended child policy was moved to be reviewed in the July meeting of the board.

#### ANNOUNCEMENTS

In the absence of any announcements, the meeting was adjourned at 4:56 PM. (CN/SC)

Humbly Submitted,  
Lawrence NFOR,  
Board Secretary.