

Trustee Meeting Minutes

March 11, 2024

The March 2024 meeting of the Leominster Public Library Board of Trustees was held on Monday, March 11, 2024, 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. Present at the meeting as well were the Library Director Alexander Lent and Nicole Butler, the Assistant Director.

Chair Bodanza called the meeting to order at 5:00 PM

OPEN FORUM

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

APPROVAL OF MINUTES

Minutes of the February 2024 meeting had a few edits that were corrected, and the minutes were approved with one abstention (SCZ/SS).

LIBRARY REPORT

The Library Director gave some updates as per the report and emphasis a couple of things.

- Charlie will be away for some time for medical reasons. His daily functions will be distributed among staff while he is away. Help will be sought as well from City Hall staff.
- The City Carpenter will be stopping by to take a look at the ramp and work needed to be done in the Teen Center. Quotes were obtained but no decision yet and no action needed at this time since it is still in the information-gathering stage.

- The Building Trust Manager and Treasured/Collector were invited to be present at the April meeting of the Board to present the current state of our investments.
- Transfer of Funds approved by the Board are now being logged and tracked when sent to the Treasurer's office, by the Director and Staff Assistant, Lori.

The report was accepted with satisfactory answers to Trustee questions.

OLD BUSINESS

FY2025 Budget: Details of the three versions of the budget were discussed from the Trustee packet pages 28 and following. At the moment, the budget is pending final decision on appropriations from City Hall. No action is needed at the moment, given that the Board had already weighed in on the option presented.

NEW BUSINESS

Patron Issues and Feedback: The Director gave updates following the email that was sent to all Trustees after an issue occurred prompting a six-month No Trespass Order issuance. The patron in question acknowledged wrongdoing and regrets his action, and accepted the disciplinary action, that was issued with the help of the Leominster Police Department. Staff were still very upset about what happened, given the patron had previously had a good working relationship with the library. After this period, a closer look at the patron's interactions will be of high importance.

Strategic Plan: The Director presented the strategic plan outline and an overview, from pages 36 and following, of the Trustee packet. The official submission of the final version will be made available to the Board in the April meeting.

Financial Transfers: A couple of transfer requests were presented for approval and were approved as follows:

- Page 32, \$50,000 from State Aid to Books was approved (JCD/SCZ) error corrected.
- Page 33, \$15,000 from personnel budget to operating for camera needs (SCZ/SS).
- Page 34, transfers to the Working Trust from Millette Trust, \$3,617.32 and from O'Donnell Trust \$2,743.00, (JCD/JD).

With no additional information nor announcements, the meeting adjourned at 5:35PM (SCZ/(ALL)).

Lawrence NFOR,
Board Secretary.