

Trustee Meeting Minutes
December 8, 2008

The December meeting of the Leominster Public Library Board of Trustees was called to order at 5:05 p.m. on Monday, December 8, 2008. In attendance were: Gilbert Tremblay, Chairman; Kathleen Reynolds Daigneault; Nancy Hicks; Carol Millette; Robert Salvatore; Jeanne Zephir; Assistant Director Meredith Foley; and Director Susan Theriault Shelton.

The minutes of the previous meeting were approved. (KD/CM)

OLD BUSINESS:

Library Expansion and Renovation Project Reports

- The Building Committee last met on Wednesday, October 15, 2008. The next meeting will be scheduled sometime after the first of the year.
- Negotiations are ongoing for a settlement with Beacon Architectural Associates including required remediation work to the library's walkways and ramps.
- Resolutions regarding the donation of 69 square feet of land from JDF Realty LLC, Joseph D. Fraticelli, Trustee (40 West Street) to the City of Leominster/Leominster Public Library and the granting of a utility easement from the City of Leominster/Leominster Public Library to JDF Realty LLC, Joseph D. Fraticelli, Trustee (40 West Street) is before the Leominster City Council for a first reading this evening.
- Applications for ANR required on the donation of 69 square feet of land from JDF Realty LLC, Joseph D. Fraticelli, Trustee (40 West Street) to the City of Leominster/Leominster Public Library has been submitted to the Leominster Planning Board for their Tuesday, December 16th meeting.
- Alby Donaldson discovered a leak in the 2nd floor quiet study area. Water is traveling along some ductwork in the ceiling to this area. Capeway was notified and was scheduled to send repairmen last Wednesday, but due to the heavy rains postponed until this Wednesday.

NEW BUSINESS:

Mrs. Shelton brought an oil painting of Monument Square at the turn of the century (1900), which has been offered to the library by its artist Lionel Reinford. The painting is a very bright and cheerful piece. The inscription on the back of the painting reads:

This painting is donated to the Leominster Public Library in gratitude of Mrs. Evangeline Rossi the librarian, in honor of Mr. Wallace Lines's contribution to the City of Leominster in 1866. It is of Monument Square in 1900.

*Lionel Reinford
11/25/08
Happy Thanksgiving*

Mrs. Shelton noted that years ago Mrs. Rossi had tried several times to get Mr. Reinford to donate this painting after an exhibit of his work at the library. After a brief discussion, **a motion was made and unanimously approved to accept the donation of the oil painting “Monument Square 1900” from the artist, Lionel Reinford.** (KD/RS) Mrs. Shelton will inform Mr. Reinford of the Trustees’ decision, and also notify Dr. Robert Rossi of the gift in honor of Mrs. Rossi.

Mrs. Shelton also brought to the Board a framed sepia photograph of William Lane, Sr. This photo portrait is being offered to the library by Mr. Lane’s daughter-in-law Sandra Lane. It was noted that William Lane, Sr. was the founder of Standard Pyroxoloid Company, which was one of the earliest plastics factories in Leominster. Given that the National Plastics Center and Museum has recently closed, Mrs. Lane thought that the Library might consider this gift to the historical collection. After a brief discussion **a motion was made to accept the donation of a sepia photo portrait of William Lane, Sr. from his daughter-in-law Sandra Lane.** (JZ/RS) Mrs. Shelton will notify Mrs. Lane of the Trustees’ decision.

The Board next addressed the request for use of the library’s meeting room by a local business networking group. They would like to meet at the library every Wednesday morning from 7:30-9 a.m., beginning January 7th. They have previously met at the National Plastics Center and Museum, which is closing the end of December. They indicated that they would be willing to pay a nominal fee for use of the room/custodian. After a brief discussion, it was decided to deny the request for the following reasons: 1) The request is outside regular library hours; 2) The library does not have the staff to accommodate the requested hours every week; and 3) The library has no mechanism in place to receive money for a room rental/custodial fee. **A motion was made and unanimously approved to regretfully deny the request of a business networking group to meet at the library every Wednesday morning from 7:30-9 a.m.** (CM/JZ) Mrs. Shelton will write a letter notifying the group of the trustees’ decision.

Mrs. Shelton distributed copies of the FY’08 – FY’09 Comparison Report for Non-resident Usage for the month of November. The report showed Fitchburg check-outs, renewals, and check-ins compared to all other non-resident community use. Fitchburg’s check-outs have increased 1,000 over last year (1,500); renewals have increased approximately 700 over last year (2,800) and check-ins have increased 400 over last year (2600). Check –ins are an important figure, because Fitchburg does not have a book-drop, and the only time material can be returned to the library is during the 21 hours a week it is open. This means that many Fitchburg residents return their material at the Leominster Public Library, because it is more convenient. Additionally, it means that we must handle these materials three times – once to check them in, secondly to print & insert a routing slip, and thirdly to include the materials in the van boxes for transportation to the Fitchburg Public Library. This also impacts the regional library system because they provide the van service. Fitchburg materials returned in Leominster must go by van to Shrewsbury, be sorted by library, and are then sent by van to Fitchburg. Mrs. Shelton also distributed a chart detailing the daily circulation figures for Fitchburg residents during November 2008.

ANNOUNCEMENTS:

The library has received a \$1,000 donation from Mrs. Sandra Lane to be used to present a Mother's Day Concert. A letter of thanks will be sent.

The Library/ Fitchburg State College partnership will appear on the City Council Agenda this evening.

The meeting adjourned at 6:10 p.m.

The next meeting is scheduled for Monday, January 12, 2009 at 5:00 p.m. in the library's historic conference room.

Respectfully submitted,

Meredith A. Foley
Recording Secretary