

Trustee Meeting Minutes  
June 13, 2011

The June meeting of the Leominster Public Library Board of Trustees was called to order at 5:05 p.m. on Monday, June 13, 2011.

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.

Mr. Tremblay opened the meeting by sharing the quote from Lady Bird Johnson, which was on the cover of the Massachusetts Board of Library Commissioners' 2010 Annual Report: **"Perhaps no place in any community is so totally democratic as the town library. The only entrance requirement is interest."** The entire Board echoed their agreement with the statement.

The minutes of the previous meeting were approved as presented. (CM/RS)

Old Business:

Mrs. Shelton gave project and program updates. Stack signage on the second and third floors of the adult department has been completed. Signage for the Children's Room will be added later this year. Work on the Donor Book is progressing. Nancy Hicks indicated that it is in the process of being printed. A donor plate will be purchased for the large display unit in the Children's Room, indicating it was given through donations from the children of Leominster.

Head of Technical Services May Lee Tom is scheduled to begin online training for a Gates Foundation program entitled "Turning the Page 6.0," which will give the library direction and production support in the development of a preliminary campaign for an "Adopt-A-Book Program." This program will be further developed and used to encourage private sector funding for books, music, language, and audio-visual materials at the library.

The Children's Room staff has scheduled visits to the schools to promote the Summer Reading Program. Northwest School 2<sup>nd</sup> graders will be visiting the library on June 17<sup>th</sup>, weather permitting.

Mrs. Shelton noted that there was an article in the *Sentinel and Enterprise* on Sunday, June 12<sup>th</sup> about the Cormier Center for Young Adults hosting a Teen Photography Workshop Series in July & August. This workshop is funded thorough a donation from Amelia Piermarini in memory of her son Richard who was a photographer.

The Children's Room is once again participating in the state-wide Summer Reading Program. This year's theme is "One World, Many Stories," which kicks off on June 27<sup>th</sup>. The Children's Room has at least one program or performer scheduled each weekday throughout the month of July and most weekdays in August through the 19<sup>th</sup> of the month. Programs will include an art series funded through the Marcia O'Donnell Memorial Fund. All of the children's summer activities are being managed by the three full-time staff members with some part-time assistance and the "Summertime Friends," who are student volunteers helping to record reading hours.

Inspections and the annual cleaning cycle have begun. The elevator inspection was completed on May 24<sup>th</sup>, and the fire extinguisher inspection was completed on June 2<sup>nd</sup>. Inspection of the back flow preventers has been scheduled for June 22<sup>nd</sup>, and the fire alarm panel will be inspected in August. The power washing of the restroom floors was done on May 20<sup>th</sup>.

Window, carpet, and furniture cleaning will be scheduled for late June and early September. Also, Alby will be cleaning the large pendant lights that hang from the third floor ceiling early this summer.

Mrs. Shelton reported that the library's budget defense before the City Council was held on Monday, June 6<sup>th</sup>, and she felt it went well. Councilor Nickel inquired about what was funded within the Building & Grounds line-item. Mrs. Shelton indicated that those funds cover numerous service contracts including cleaning and inspections, as well as general building repairs and supplies. Councilor Rowlands inquired about electronic books and e-readers, and how the library is handling this emerging area of service. He also questioned the number of computers for staff use, and whether or not they could be shared. Councilor Nickel also asked Mrs. Shelton for a clarification of the requirements necessary to receive state aid. The budget will be voted on at the City Council's June 27<sup>th</sup> meeting.

New Business:

There was no new business.

Announcements:

Kathleen Reynolds Daigneault announced that she will be leaving the Board to spend more time with her family. She indicated that she would stay as long as was needed to find her replacement.

After a brief discussion, it was decided that there would be no July meeting, unless needed.

Jeanne Zephir showed the Board a self-portrait of Leominster artist John Vaillant, who lived on Prospect Street. He ran the Blue Coal Company located behind Merchants Bank. The portrait had been given to Mrs. Zephir, and she would like to give it to the library to preserve a small piece of Leominster history. Mrs. Zephir is going to check with several of her artist friends to see if she can gather any additional information on Mr. Vaillant. Mrs. Shelton said she will also ask the library's Historical and Genealogical Services Coordinator to do some research on this individual. After a brief discussion, **a motion was made and unanimously approved to accept the donation by Mrs. Zephir of a self-portrait by Leominster artist John Vaillant.** (NH/KD)

The next meeting is scheduled for Monday, August 8, 2011 in the library's historic conference room.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Meredith A. Foley  
Recording Secretary