

Trustee Meeting Minutes
June 10, 2013

The June meeting of the Leominster Public Board of Trustees was called to order at 5:00 p.m. on Monday, June 10, 2013.

In attendance were Gilbert Tremblay, Chairman; Mark Bodanza; Susan Chalifoux Zephir; Nancy Hicks; Carol Millette; Robert; Acting Director Meredith Foley; and Acting Assistant Director Edward Bergman.

Absent: Robert Salvatore and Director Susan Theriault Shelton

The minutes of the May, 13th regular meeting were approved as submitted. (SCZ/CM) The minutes of the May 21st special meeting were approved as amended. (SCZ/MB)

There were no questions about the May Director's Report.

Mrs. Foley and Mr. Bergman explained the Technology paragraph in the June Director's Report. There were two major computer failures occurring back to back during June due to hardware failures. Mrs. Foley and Mr. Bergman were able to trouble-shoot and make partial repairs using a computer from the Children's Room and calling on Guardian to complete the repairs. Additional information about the computers is scheduled for discussion during Old Business. Mrs. Foley reported that it is unclear when the Historical and Genealogical Coordinator Jeannine Levesque, will be returning to work. Ms. Levesque began FMLA leave on May 8th due to shoulder surgery. She has been keeping Mrs. Foley updated regarding her recovery. It is anticipated she will be out of work from six to twelve weeks.

OLD BUSINESS:

Mrs. Foley reported that the Mayor did not hold individual budget meetings this year. Departments received the Mayor's budget recommendations in late May. The Mayor's budget for the library for FY'14 includes all requests except the Electronic Services Librarian position. The library's budget hearing before the City Council is scheduled for 7:15p.m. on Tuesday, June 18th.

Mrs. Foley reported that on June 4th a letter of request was sent to the Mayor for the transfer of \$29,300 within the FY'13 budget from the Library Salaries and Wages line item (\$25,000 full time and \$4,300 part-time) to the Computer Equipment and Repair line item, in order for the library to begin the computer Replacement Project. This request will appear on the City Council Agenda tonight for a first reading. The second reading and vote are to take place on Monday, June 24th. This transfer will enable the library to begin purchasing new computer equipment and deployment costs for computers for the service desks, some staff desks, and the library phone system, all of which are at least seven years old. Mrs. Foley reported that Lori Benoit is providing weekly updates on the operating and salaries line items.

Mrs. Foley reported that they are currently waiting for Guardian Information Technologies to get back to them regarding computer equipment costs and the deployment costs so that a determination can be made for the number of computers that can be purchased this fiscal year. It is hoped that there will be sufficient monies to cover three to four new systems.

The date for the Leominster Downtown Criterium of the Longsjö Race will now be held on Friday, June 28th rather than Thursday, June 27th due to budgetary problems with the Princeton portion of the road race. **A motion was made and unanimously approved to rescind the previous vote at the May 21st Trustee's meeting to close Leominster Public Library no later than 4:30 p.m. or at the same time as Leominster City Hall on Thursday, June 27th and instead approve the motion to close Leominster Public Library no later than 4:00 p.m. or at the same time as Leominster City Hall on Friday, June 28th. (MB/SZ)**

NEW BUSINESS:

The Bridging Cultures Initiative of the National Endowment for the Humanities informed the library that it has been selected to receive the "Created Equal: America's Civil Rights Struggle" film set as well as a One Thousand Two Hundred Dollar programming stipend. The films and programs that Mr. Bergman will be arranging will all be about the civil rights theme. One program will be about the Drake House with Trustee Mark Bodanza and other programs will be arranged with Fitchburg State University professors. Mr. Bergman noted that Head of Technical Services May Lee Tom alerted him about the opportunity to apply for the grant.

Mr. Bergman stated that Leominster Public Library is one of fifty public, academic, and special libraries in Massachusetts participating in an e-book pilot project. "The Massachusetts Board of Library Commissioners and the Massachusetts Library System would like to develop their own e-book platform where they can negotiate directly with the publishers, bypassing the vendors, similar to a project in Colorado. The state is looking at proposals and should be signing a contract soon. Once the contract is signed and goes forward each library will be responsible for promoting the pilot project within its community. The goal is for all residents of Massachusetts to have access to e-books. Mrs. Shelton had been involved in the committee to look into this pilot project and requested Mr. Bergman to follow-up with this project while she is on FMLA leave.

Mrs. Foley noted that each Trustee had received documents included in their packet regarding the Open Meeting Law. There are three checklists that were created by the Attorney General's Division of Open Government. This information was sent from City Clerk Lynn A. Bouchard.

Mrs. Foley notified the Board about a recent patron who became agitated with staff. She had been using her father's card, a senior citizen, to borrow magazines for herself. When asked if she had her own card she stated that she had misplaced it but when the staff checked her record it indicated her card was blocked due to a lost item and fines. A phone message was left for the patron to call about using her father's card. She became agitated and irate. After speaking with two of the staff at great length she spoke with Mrs. Foley who explained the policies of the library and that they are for everyone and a patron's race has nothing to do with it. She had repeatedly stated that she thought that she was being discriminated against by the library because of her race. Since these incidents occurred she has returned a lost item but she still has an outstanding fine. Her father accompanied her during a recent visit and appeared to be uncomfortable with his daughter's behavior. Mrs. Foley will notify the Board if this patron continues to cause disturbances.

Mrs. Foley announced that membership renewal forms were mailed out in May to the Friends of the Leominster Public Library for both Corporate and Individual/Family Members.

A motion was made and unanimously approved to change the meeting date for the next meeting of the Board of Trustees to Monday, July 22, 2013, combining the July and August meetings, unless a special meeting is needed. (MB/SZ)

The meeting adjourned at 5:50 p.m.

Respectfully submitted,

Nancy Hicks
Secretary, Board of Trustees