

Trustee Meeting Minutes

May 14, 2018

The May meeting of the Leominster Public Library Board of Trustees was held on Monday, May 14, 2018, in the Leominster Public Library Conference Room.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir, Lawrence NFOR, Carrie Noseworthy, Eladia Romero and James Despo. Also in attendance was Sondra Murphy, the Library Director.

The meeting was called to order at 5:03 PM.

APPROVAL OF MINUTES

The minutes of the April 9, 2018 meeting were approved (CN/JD).

DIRECTOR'S REPORT

The Director's report was accepted after a question on genealogy was answered.

OLD BUSINESS

On the Assistant Director's position, the Director reported that the four-person committee interviewed nine candidates and the committee is working on the next steps.

The FY19 budget was submitted to the Mayor's office as well as the request for transfer of funds from personnel to operating budget. A response from the Mayor's office is still awaited.

NEW BUSINESS

The Art policy was accepted after modification from last board meeting (ER/CN).

On artifact acceptance, the board Chair, had a discussion with Mrs. Powers and a letter to Mrs. Powers was written and ready to be sent pending a delivery address. The letter was read and approved by the board to be sent.

The Deed of Gift form was presented by the Director. It was reviewed and accepted by the board as well (SC/ER).

A proposal was brought forward, by the Director, for an Exhibit Policy to be made available to patrons of the library. After a brief discussion, it was agreed to be kept on agenda for the next board meeting.

On Trustee Term renewals, Mark Bodanza and Lawrence NFOR were both confirmed by the city council to continue to serve on the board of Trustees of the Leominster Public Library.

Director Murphy met with Linda Mack to talk about the withdrawals of funds from the Community Building Foundation. She will contact the board chair to confirm and make necessary adjustments to authorized persons on the account.

The Library Trust Fund reports were reviewed and observed that for the period of over fifteen years, the interest accumulated was too high. Questions were raised on what the initial agreement was and how we can get out of such high interest accounting of our Trust Funds. Mark Bodanza to lead that discussion with the City's Comptroller.

In a Team Building effort, a get-to-know-each-other staff outing idea came in from the Director, with a suggested Kimball Farm location. The board agreed that the staff could get some time off at a convenient date and time over summer, when the Library could be closed so all staff members attend.

ANNOUNCEMENTS

The MBLC through Mora Deedy, would like to know if the Leominster Library could host a Trustee Orientation. The board requested that the Director get more information and possibly and we give it some thought.

The meeting adjourned at 5:42 PM. (SC/JD).

Humbly Submitted,

Lawrence NFOR,

Board Secretary.