

## Trustee Meeting Minutes

September 13, 2021

The September meeting of the Leominster Public Library Board of Trustees was held on Monday, September 13, 2021, in-person at the conference room of the library.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir, Secretary Lawrence NFOR, Susan Shelton and Joanne D'Onfro. Also present was the Library Director Alexander Lent and Assistant Director Nicole Piermarini. Absent was board member Jim Despo.

The chairperson called the meeting to order at 5:04 PM.

### PUBLIC FORUM

There was no one in attendance to address the board in the public forum

### APPROVAL OF MINUTES

The minutes of the board of trustees meeting of August 9, 2021 were approved (SS/ SCZ) with a 5-0 vote.

### LIBRARY REPORT

- The Library report was accepted as presented after some clarifying questions.
- The carpet project as proposed by the Mayor, will be presented in the October 2021 meeting.
- A donation of a granite table/bench was proposed with details noted in the report and quote available for family to sponsor. It was also agreed that the board will vote on this in the next meeting, in October 2021.
- Discussions on Friends of the Library, refunding the expenses, of the Feldman Book line, later was adjusted for future projects to first of all be approved by the Friends so we do not have a negative balance anymore.

- Discussions on insurance for Trust funds concluded with a vote (LN/JD'O) 5 – 0, to pay the sum of \$568.00. This amount will be taken out of unrestricted trust funds.
- We concluded on the subject of fundraising that the Director will bring a proposed letter for the board to approve in our October 2021 meeting. This will be addressing potential projects.
- It was concluded that the Library continue the food for fines project as has been done in the past (SS/JD'O) vote 4 – 1 abstention (SCZ).
- Lost material updates suggest that over 8,000 items have been lost with net cost of about \$290,000 to the library. Some have been over 20 years old. It was recommended that purge be made to free this up from our systems and release some of these patrons. The Board concluded that the Director purge all outstanding material till 2014, present a detailed report for years 2015 till 2019 for decision on what to do (SCZ/JD'O).

#### OLD BUSINESS

**FY2022 Budget:** The budget as presented is progressing as it should at this time.

**Staffing Update:** The Library is currently fully staffed.

**COVID-19:** The CDC still recommends masks and Library is providing masks for those who feel safer. An eye is still kept on the reporting and mask mandate at state level. Most patrons wear them and it is easier to manage now without confrontation. Team currently mixed or diverse opinions on use in various rooms.

#### NEW BUSINESS

**Payment for program out of Marcia O'Donnell Art Activities Fund:** As requested, \$255 was approved by board (SCZ/SS) 5 - 0

**No Trespass Order:** The temporary order was issued to a patron. He is aware and takes the order seriously anticipating his time when he can return. The Director is pleased with the way the issue with the patron was handled and current discussions ongoing with the Police Chief on next steps.

**Payment for program out of Millette Family Trust:** The hope was to carry-out this in October but given that the location is booked, it is recommended that the program take place in the spring and so the board will vote in the October 2021 meeting.

**Use of ARPA funds:** The funds received are anticipated to be used for a cargo van and the Twin space project. A vote authorizing the use of the \$50,000 for the cargo van and Twin space project was taken (SS/LN) 5 – 0.

**Announcement:**

Roz is recovering and looking forward to resuming work with the team soon.

The meeting adjourned (LN/SCZ) at 5:56PM.

Submitted by Lawrence NFOR, Board Secretary.