

Trustee Meeting Minutes

April 12, 2021

The April meeting of the Leominster Public Library Board of Trustees was held on Monday, April 12, 2021, via Go To Meeting Teleconference.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir, Secretary Lawrence NFOR, Joanne D'Onfro, Jim Despo and Susan Shelton. Also present were the Library Director Alexander Lent, Assistant Library Director Nicole Piermarini, Diane Sanabria, Kathy Pellerite and an unidentified caller.

The chairperson called the meeting to order at 5:00 PM.

PUBLIC FORUM

No one addressed the board in the public forum

APPROVAL OF MINUTES

The minutes of the March 10, 2021 meeting was approved (JD'O / SS) by a 6-0 vote after a correction of consistency of names was accepted.

LIBRARY REPORT

The Director's report was reviewed, and a question on the timeline of the security camera quote was asked and the Director reported that it will be available in time for the May trustee meeting.

It was also noted that the request for transfer will be discussed at the council meeting after review by the finance committee.

There was optimism that the library will transition to phase two of the opening plan by May 2021. There were lots of activities carried out and noteworthy that the library still carries our many activities to keep patrons supported.

OLD BUSINESS

Library Reopening and Hours: The Director reported that phase one has been flawless and flow has been easy between the first and second floors of the library. There are a few changes to be made before the transition to phase 2.

Budget Transfer Request: It was observed that this request will be discussed at the city council and clearly optimistic that it will pass as proposed.

Staffing Update: A *Young Adult Services Librarian* has been hired – Nadia Friedler began April 5, 2021 and has been busy as she started on the first day of phase 1. Tracy Graham, who will begin on April 20, 2021 was also hired in the position of *Head of Adult Services*. Both candidates coming from same Millbury Public Library. *Circulation and Reception Assistant* position dates have been pushed back a little by a week and there are currently 7 applications. Once decision of hire is made, Trustees will be notified by email.

Job Descriptions: The proposed job descriptions for Circulation and Technical Services Assistant and Information Desk Assistant, were approved (SCZ/JD), by a 6-0 vote.

NEW BUSINESS

FY2022 Budget Proposal:

The budget that was previously reviewed and adjustments presented by the Director. Given that there was a drop in salaries budget, the overall proposed budget had a minor overall increase of 1.98%. Budget presentation was appreciated by the Trustees as anticipated questions were answered. It was also noted that the cleaning supplies budget was increased and currently there is a good backup of PPE to manage the pandemic. The FY2022 budget was approved (SS/SCZ) by a 6-0 vote.

The meeting adjourned (LN/JD) at 5:23PM.

Humbly Submitted,
Lawrence NFOR,
Board Secretary.