

Trustee Meeting Minutes

May 9, 2022

The May 2022 meeting of the Leominster Public Library Board of Trustees was held on Monday, May 9, 2022, at the conference room of the library.

In attendance were: Mark Bodanza, Susan Chalifoux Zephir, Lawrence NFOR, Susan Shelton, Joanne D'Onfro and Jim Despo. Also present were the Library Director Alexander Lent and Assistant Director Nicole Butler.

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

OPEN FORUM

No one was available to address the Board in the open forum

APPROVAL OF MINUTES

The minutes of the board of trustees meeting of April 2022 were approved after two edits were made to the second page - projector screen and not projector to be replaced. That the amount for transfer was 39,000. (SS/JD).

LIBRARY REPORT

The Library report was accepted as presented by the Director.

OLD BUSINESS

FY2023 Budget: The Director reported that the Library budget for FY2023 will be presented on May 19th at 5:30PM during the Leominster City Council meeting at the City Hall.

Incident Report: A written warning will be issued to a patron who has had continued smoking after reported incidences. Another incident occurred with Shawn Heywood again and due to this disturbance, he will be issued a no trespass order through Labor Day 2022. The Director was asked to see how to coordinate some services with the city to help Shawn. Sue also offered to also help reach out to the Police department for help, even though he has refused in the past. It was agreed that the period could be shortened if deemed necessary.

Roof Report: More testing is still being done and initial testing report shows that there is significant moisture penetration indicating all the decking may need to be replaced. The older roof seems in great shape so far. Replacement estimates have come in and still being evaluated. No action at this moment until complete report comes in. No active leaks as of now.

NEW BUSINESS

Staffing Update: Head of Adult Services is leaving us for a position local to her hometown and her position will be posted soon, given that there is no major anticipated change to the job description.

The Young Adult Center Assistant, Alec is graduating from high school and Brittany B is graduating with her Masters.

Director's Review Questionnaire: The personnel subcommittee completed the questionnaire for the Director's review and will be made available to all for feedback – Board of Trustees, Library Employees, selected City Hall personnel, and Friends of the Library. Questionnaire was approved by board – SCZ/JCD

The meeting adjourned at 5:30PM (JD/JCD).

Lawrence NFOR,
Board Secretary.