

Leominster Public Library  
Board of Trustees  
Meeting Minutes

April 24, 2023

The April 2023 meeting of the Leominster Public Library Board of Trustees was held on Monday, April 24, 2023, in the Large Historical Conference Room at the Leominster Public Library.

In attendance were Trustees Mark Bodanza, Susan Chalifouz Zephir, and Joanne D'onfro, with Trustee Jim Despo attending remotely by phone. Also present were Library Director Alexander Lent and Assistant Director Nicole Butler.

The meeting was called to order at 5 pm.

#### OPEN FORUM

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

#### APPROVAL OF MINUTES

The minutes of the March 13, 2023 meeting of the Board of Trustees were approved with minor edits (JCD/SCZ). A roll call vote was taken and approved unanimously.

#### PATRON ISSUES

Director Lent provided an update on patron issues.

#### TRANSFER REQUESTS

The Board voted to transfer \$20,000 from State Aid to the Collections Budget (SCZ/JCD). A roll call vote was taken and approved unanimously.

The Board voted to transfer \$30,000 from the Personnel Budget to the Collections Budget (JCD/SCZ). A roll call vote was taken and approved unanimously.

#### DIRECTOR TIME OFF REQUEST

The Board voted to approve a request from the Director to use 6 vacation days in June and July (SCZ/JCD). A roll call vote was taken and approved unanimously.

## FRIDAY HOLIDAYS

Periodically, the Mayor extends a half or full day off, or a “floating” half or full day off to be taken by a certain date to staff working Fridays. The library is open on Saturdays and the staff working Saturday do not work on the preceding Friday, so they do not receive this time off. The Board voted to extend the Friday time off granted by the Mayor to the staff working the corresponding Saturday (JD/JCD). A roll call vote was taken and approved unanimously.

## BUILDING EXPENSES

The Board discussed library building expenses proposed by the Comptroller’s Office to be split between City funds and the library’s Building Trust. The Board indicated a willingness to accept this proposal, noting that due to the fact the Building Trust earns interest and State Aid does not, the Board may be more likely to opt to use State Aid funds. Discussion will continue at a future meeting when all Trustees are in attendance.

## ADJOURN

The Board voted to adjourn the meeting at 5:15 pm (SCZ/JCD). A roll call vote was taken and approved unanimously.

Respectfully submitted,

Alexander Lent, Library Director