

Trustee Meeting Minutes

December 9, 2024

The December 2024 meeting of the Leominster Public Library Board of Trustees was held on Monday, December 9, 2024, at the historical conference room of the library.

In attendance were Mark Bodanza, Sue Chalifouz-Zephir, Lawrence NFOR, Susan Shelton, and Joanne D'Onfro. Trustee, Jim Despo, was absent. Present at the meeting as well were the Library Director Alexander Lent, and Nicole Butler, the Assistant Director.

Chair Bodanza called the meeting to order at 5:00 PM

OPEN FORUM

One patron was available to address the Board in the open forum, appreciating the work done by the Board and Staff of the Library, to keep it up-to-date, clean and available for patron-use.

APPROVAL OF MINUTES

Minutes of the November 2024 meeting were reviewed and approved with an edit to the wording of the extension of the issued No-Trespass-Order (SS/JCD).

LIBRARY REPORT

The Library Director gave some updates on the report presented in the Trustee packet. Some of the discussions related to the repair of the electronic door opener which was scheduled for about another three and a half more weeks.

A Giving Tuesday outreach was made, some feedback received, and it was suggested that in order to get a wider donor-base the Director go through the Mayor's office. Another discussion topic surrounded giving through the Friends of the Library and Donor-advised funds through the Community Foundation.

The Board Meeting calendar for 2025 was reviewed and approved as presented (JCD/SS).

OLD BUSINESS

Patron Issues: The Director, on patron issues updated the board on a family's letter to the board requesting that for the remainder of the six months that was issued on a No-Trespass-Order, the minor return to the library with a responsible adult for the duration of the visit. Based on the letters from the parents and child's therapist, the request was approved (JCD/SS).

On a second item, we received notice that Mr. Raymond P Whitney will appear in court for a **pretrial conference on December 27, 2024 in Leominster District Court** charged with:

TELEPHONE CALLS, ANNOYING c269 §14A.

Roof Update: The roof project is going on well so far and on schedule.

Staffing Update: The Director updated the board (Page 7) on a staff member decision to resign and on the replacement that was done within timeframe to ensure no interruption of services.

The interviews for the Cormier Center Assistant position are in focus and a candidate will be selected soon from the list of thirteen applicants.

FY2026 Action Plan: Based on the current strategic plan, the Library Director presented the action plan for 2026 and was accepted by the board.

NEW BUSINESS

Circulation Policy Amendment: An update to the current policy was presented to board on page 25 of the board packet, that given the best practices through most libraries currently, that we have no limit on the quantity of CDs and DVDs a patron can check out. This was accepted as proposed (SCZ/JCD)

The meeting was adjourned at 5:23PM (MB/JCD).

Lawrence NFOR, Board Secretary.