

Trustee Meeting Minutes

June 10, 2024

The June 2024 meeting of the Leominster Public Library Board of Trustees was held on Monday, June 10, 2024, at the historical conference room of the library.

In attendance were Mark Bodanza, Lawrence NFOR, Jim Despo and Joanne D'Onfro. Trustees Susan Shelton and Sue Chalifouz-Zephir were 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 5:01 PM

OPEN FORUM

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

APPROVAL OF MINUTES

Minutes of the April and May 2024 meetings were both approved (JCD/JD).

LIBRARY REPORT

The Library Director gave some updates on the door issues as well as binding. The board moved to cease binding of periodicals as need/use is not significant enough to support the expenses related (JCD/JD).

OLD BUSINESS

Patron Issues and Feedback: The Director included some feedback forms from patrons. Predominantly good feedback and yet a few comments on cleaning the library more, and another on cancelling fines for past due library materials, with the assumption that all libraries are done with fines. The board closed the discussion by agreeing that fines be kept in place to encourage

patrons to be mindful of other users who may need resources that they hold longer than requested.

FY2025 Budget: The Director reported that the budget was approved – actually an increased budget, which is great news. The board accepted with great pleasure and also agreed that \$5,000 of State aid funds would be moved to programming.

Naming Opportunities: This was proposed in prior meeting and with the details available, indicating that not as many rooms were named as intended. It was concluded that the naming opportunities be kept as a source of revenue and patron support recognitions as well. The patron who had requested will be contacted.

Cormier Center Plan: The work is scheduled for the week of the 17th and so the ramp work should be completed by next meeting.

NEW BUSINESS

Paid Time Off for Part-Time Staff: On page 9 of the packet, it was clear that Part-Time staff of the City Hall do accrue Paid Time Off. The Library part-time staff did not, per City Hall, ‘because they work a rotating schedule’. Given that there was no documentation to prove this position, the board moved to review this in subsequent meeting with view of impact to budget.

August 2024 Meeting: It was agreed that per tradition, there will be no meeting in August 2024. Any emergency need could be met via email, in person with Chair and Vice or a meeting can be called (JD/JCD).

Lighting: Given that we are outside our contract terms with Lutron, it was recommended that, due to cost increase, the Director should look for other options to compare and present to board.

Announcement:

With no announcements, the meeting adjourned at 5:38PM (JCD/JD).

Lawrence NFOR,
Board Secretary.