

Trustee Meeting Minutes

July 8, 2024

The July 2024 meeting of the Leominster Public Library Board of Trustees was held on Monday, July 8, 2024, at the historical conference room of the library.

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

OPEN FORUM

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

APPROVAL OF MINUTES

Minutes of the June 10, 2024 meeting were approved with some edits (JD/SS).

LIBRARY REPORT

The Library Director gave some updates on the report presented in the Trustee packet. The report was accepted as presented with detailed answers provided to trustee questions.

OLD BUSINESS

Patron Issues and Feedback: The Director gladly stated that there was no patron issue to be reported for the month.

Cormier Center Update: The Director gave special thanks to John and Mark from across the street for helping with the work done in the center. Some of the shelving along the wall will be salvaged to gain more shelving.

Paid Time Off for PT Staff: Page 32 of the packet highlights the need for PTO and the director gave historical perspective and what current practice is. Without clear definition for some staff exemption, the Director had some discussions with the City Hall Finance and HR teams to ensure it is fair across the board for Library part-time staff as well. The Mayor has not been reached yet on this issue. The next steps would be having a conversation with the Comptroller and then the Mayor, for equity as well as moral, professional and financial impact going forward. Feedback details to be brought up in the September 2024 meeting.

NEW BUSINESS

Art Insurance Renewal: As noted on page 28 of the packet the request was made for \$568 to be used to renew art insurance. (Approved below with the transfer requests)

Additional Desk Pay Increase for PT Staff: On Page 34 of the packet, based on completion of additional desk training, an increase in pay was approved (SCZ/JD).

Transfer Request: All three transfer requests were approved as requested with adjustment to \$700 for children's crafts. (SS/SCZ).

3D Printer Policy: Policy was proposed on Page 35 of packet. This will be fully reviewed in the September meeting.

Announcement:

With no additional information nor announcements, the meeting adjourned at 5:32PM (SCZ/JD).

Lawrence NFOR,
Board Secretary.