

Trustee Meeting Minutes

May 13, 2024

The May 2024 meeting of the Leominster Public Library Board of Trustees was held on Monday, May 13, 2024, at the historical conference room of the library.

In attendance were Mark Bodanza, Lawrence NFOR, Susan Shelton, Jim Despo and Joanne D'Onfro. Trustee Sue Chalifouz-Zephir was absent. Present at the meeting as well were the Library Director Alexander Lent, Nicole Butler, the Assistant Director, Nicole Laplante, City Treasurer/Collector and for our Trust Funds Presentation, Chuck Patterson, CFO Bartholomew & Company.

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

OPEN FORUM

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

TRUST FUND PRESENTATION

Chuck Patterson presented a high-level overview of the trust funds we currently have with Bartholomew and Company. A specific view of our account was reviewed as well, and questions asked about lists and ratios were asked and favorable responses received.

APPROVAL OF MINUTES

Minutes of the April 2024 meeting had an addition to include the title of the Treasurer/Collector Emeritus for David LaPlante. Approval was delayed as we did not have a quorum of trustees who attended the meeting.

LIBRARY REPORT

The Library Director gave some updates as per the report as from page 5 of the board packet. Emphasis was on cameras that are now updated with better coverage and accuracy, as well as activities aimed at community relationship building. Report was accepted as presented.

OLD BUSINESS

Patron Issues and Feedback: The Director reported that there was a very minor issue – with respect to dispute on fines. Nothing to be concerned about.

FY2025 Budget: The Director reported to the board that the budget presented on Page 26, with a 3% increase was accepted by City Hall and so we are in good shape for FY2025, with respect to Building and grounds, programming as well as the book budget.

NEW BUSINESS

Naming Opportunities: A proposal around suggestions on naming of rooms in the library was discussed as per pages 28th to 30th of the Trustee Packet. It was concluded after deliberation, that the board will revisit this after a list/inventory of rooms that are available for naming are brought up, by the Director. This will be picked up in subsequent meetings.

Programming Costs: Due to cost increases the Director thought it will be necessary to review sources of funding. Given the volume of data to gather, it was recommended that this topic be brought up in subsequent meetings.

Recission of Library of Things Collection Development Policy: On page 33 it is noted that the policy is somewhat redundant because collection management policy covers library of things. The board voted to rescind this policy as proposed and presented by the Director (JCD/JD).

Recission of Electronic Devices Agreement: Similarly on page 34, policy was rescinded as well for reason of redundancy (JCD/JD).

Holiday List: The holiday and library closure dates were approved as presented on page 36 of the trustee packet, subject to the City guidelines per Christmas and New Year eve closures (SS/JCD).

Pay Increase for PT Staffer: This item was a clerical error. No action needed.

Announcement:

We also were pleased to receive an update from Trustee Shelton, that a patron was thinking highly of the Library and talked about including the Library in their will. Details will follow as discussions are ongoing with Director and Trustee Chair as well.

With no additional information nor announcements, the meeting adjourned at 5:59PM (JCD/JD).

Lawrence NFOR,
Board Secretary.