

Trustee Meeting Minutes

November 12, 2024

The November 2024 meeting of the Leominster Public Library Board of Trustees was held on Tuesday, November 12, 2024, at the historical conference room of the library.

In attendance were Mark Bodanza, Sue Chalifouz-Zephir, Lawrence NFOR, Susan Shelton, Jim Despo and Joanne D'Onfro. 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 5:02 PM

OPEN FORUM

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

APPROVAL OF MINUTES

Minutes of the October 2024 meeting was reviewed and approved with a spelling edit (SS/JCD).

LIBRARY REPORT

The Library Director gave some updates on the report presented in the Trustee packet. Some of the discussions related to an estate planning gift as the Library was approached by a patron to this effect. A meeting was scheduled with the patron for November 15, 2024 on this subject.

OLD BUSINESS

Patron Issues and Feedback: The Director on patron issues and asked for board decision, given the additional information as well as police involvement when patron showed up again. The board voted to extend the NTO for this patron, for an additional three months till March 2025. Another issue brought up was about another NTO issued as a result of an assault by a 13-year-old patron on another 10-year-old patron. Both parents were made aware of the incident, and it was agreed that, if need be, they can review the video footage at the library only, with the

Director. It was encouraged that in cases like this, there should be no review of footage by staff, but the police should be made aware of and involved as this is protected.

Roof Update: The Director did not have updates on the project now.

Staffing Update: The Director made some proposals for pay adjustments to Feldman desk PT staff who had additional desk training, and it was approved as it is still within budget (SCZ/JD). Similar for staff on Cormier desk too, both approved (SS/JCD).

NEW BUSINESS

Carpet Project: It was strongly suggested that the carpet on the second floor be addressed soon, especially that which is around the circulation desk, the community room as well as the Cormier room. It was suggested that a bid go out and an interior designer be sought as well.

Digital Wayfinding Project: The proposals presented on this project were reviewed and it was recommended that this be tabled due to cost and subscription model in proposal.

FY2026 Action Plan: The action plan was presented and feedback on the plan was solicited by the Director.

Community Spaces Policy Adjustment: On Page 76 of the packet, the request was made by the Director for a bullet point to be added to the policy, to include language that the users work in partnership with the library. This was approved (SS/JD).

Announcement:

The meeting was adjourned at 5:48PM (SS/JD).

Lawrence NFOR,
Board Secretary.