

Trustee Meeting Minutes

April 14, 2025

The April 2025 meeting of the Leominster Public Library Board of Trustees was held on Monday, April 14, 2025, at the historical conference room of the library.

In attendance were Mark Bodanza, Lawrence NFOR, Susan Shelton, Joanne D'Onfro and Jim Despo. Trustee Sue Chalifouz-Zephir was unavailable for this meeting. 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 5:00PM.

OPEN FORUM

No one was available to address the board at the open meeting.

APPROVAL OF MINUTES

Minutes of the March 10, 2025, meeting were approved (JCD/JD).

LIBRARY REPORT

The Library Director Did not have any new items to highlight from the report that is not included in the business section.

OLD BUSINESS

Mini Split Replacement: The Director at the previous meeting had requested the transfer of \$59,000 for replacement of mini splits but due to the assistance of Charlie, some of them were up and running and so that previous request is now reapproved for just \$15,000 (JCD/JD).

Carpet Project: Following receipt of a quote from an interior designer, it was decided to select carpet options without the aid of a designer.

Roof: The Director assessed that there is no real leak at the moment and so no work to be done at moment either.

Meeting Space for Political Groups/Activities: Discussions led by Chair Bodanza on the topic ended with a recommendation to revisit this and a proposal for a new/adjusted policy on space use.

Patron Issues: The Director, on patron issues, updated the Board on Mr. Raymond Whitney's case. The Director and two other staff members have been called to appear in court as witness to the annoying phone calls that have been made to City by Mr. Whitney. No other major issues to report on.

Staffing Update: The search for a new Head of Tech services is on-going very positively and a selection will be coming soon, out of the narrowed pool of now 6 very qualified applicants. Two other employees Amy and Kathy, have submitted their retirement notices and indicating that they would like no party. These are major changes since they have been long serving library staff.

Circulation Policy: With respect to Page 44 of the packet, the Director recommended a minor adjustment to the policy by removing work ID requirement from the list of identifiable documents (JCD/JD).

NEW BUSINESS

Child Safety Policy Amendment: A clause advising caregivers to monitor their children around other patrons' belongs was added to the Child Safety Policy (SS/JCD).

Wedding at the Library: After some detailed review and discussions surrounding insurance, staffing, logistics and cost generally, it was recommended that a more thorough study be made on this topic and brought back through the fundraising committee. The committee would then bring to the full board.

Sunday Hours: The request to adjust the Sunday hours to start earlier (at 9AM) was discussed and the historical relationship with the church was also discussed at length and concluded that we maintain the hours as is from 1PM till 5PM.

Mosaic Floor: The Mosaic floor was discussed and the difficulty of finding a mason who can do this. One was found (Clay, his name) and we concluded that we would need other opinions, two or more quotes to review. Board suggests that in the time being the Director should consider weather tech carpets for a temporary solution.

Library Wayfinding: The board looked at what was presented and requested that we get additional quotes, two or more for better evaluation.

Capital Projects: Projects were included in the packet for perusal by board.

The meeting was adjourned at 5:33PM (JD/SS).

Lawrence NFOR, Board Secretary.