

Trustee Meeting Minutes

February 10, 2025

The February 2025 meeting of the Leominster Public Library Board of Trustees was held on Monday, February 10, 2025, at the historical conference room of the library.

In attendance were Mark Bodanza, Sue Chalifouz-Zephir, Lawrence NFOR, Susan Shelton, Joanne D’Onfro and Jim Despo. 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 5:00 PM

OPEN FORUM

No one was available to address the board.

APPROVAL OF MINUTES

Minutes of the January 13, 2025 meeting were reviewed with minor corrections and approved (JCD/SCZ).

LIBRARY REPORT

The Library Director gave some updates on the report presented in the Trustee packet. Highlights included a kiosk from DTA, now available pending usage instructions and directives for it to be fully operational. This will help patrons and community at large to apply for government assistance programs easily.

OLD BUSINESS

Patron Issues: The Director, on patron issues, updated the board that Mr. Raymond P Whitney’s case has a new court date of March 3, 2025 in Leominster. MBLC notified the Director that they are still receiving calls from Mr. Whitney with more false claims of who he is and still concerned about this approach – harassment basically. Unless summoned, the Director is not required to be present.

Staffing Update: The Director updated the board that with the resignation of the head of Tech Services, February 1st and so all Tech staff, in the interim, now report to the Director.

The Board approved (SCZ/SS) that two PT staff who have completed their desk trainings receive the pay raise to meet this adjustment in staff capacity.

FY2026 Budget: The details of this budget is presented on page 28th and request has been for a flat budget basically and the only increase is about 1.54%. This is due on the 21st. Salary budget will be assigned based on the pre-determined step increases. It was voted that the FY2026 budget be passed onto the City (JD/SS).

NEW BUSINESS

Library of Things Fine Standardization: The proposed circulation policy on page 17, will be discussed and up for approval next meeting. This will make it easier for all items going out the building to be out for a maximum of 3 weeks without renewal. On page 88 of the packet the standardization of items in the Library of Things and Discovery Kits Loan Rule was approved (JCD/SCZ).

Strategic Plan Update: The progress plan on Page 29 & 30 was presented and discussed by the Board and it was agreed that the plan was a good one.

The meeting was adjourned at 5:31PM (JD/SCZ).

Lawrence NFOR,
Board Secretary.