

Trustee Meeting Minutes

July 14, 2025

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

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

Patron Dominic was available to appreciate the work the board does and to complement the staff on keeping the library in very good shape for patrons to enjoy. He encouraged visit to the Fitchburg Art Museum to see the display of African art.

APPROVAL OF MINUTES

The minutes of the June 9, 2025, meeting were approved (SCZ/SS) with minor edit to patron name – Dominic and not Denis.

LIBRARY REPORT

The Library Director’s report was received as Director highlighted a few things and responded to clarify.

OLD BUSINESS

Patron Issues: Mr. Whitney, R is back to the Library after the expiration of the NTO and still same issues but nothing to be of concern as of now. All other patron-use of Library is normal.

Staffing Updates: The Director presented the new Circulation Supervisor, Allison and looking forward to working together. Also, completion of desk training proposal for a raise was presented and approved (SS/LN).

Circulation Policy Fine Correction and Replacement Card Fee: The Director recommended that the replacement card fee be removed and also, that the policy should reflect that maximum fine be set to \$3. This was approved (SS/SCZ).

NEW BUSINESS

Reception Office Carpet: New carpet options were presented to the board and it was concluded that since it is a long-term project, a comprehensive plan be brought for board approval at a later date.

Art Insurance: The art insurance payment, averagely \$564/year is due at end of August and so it was approved by The Board to be paid out at a maximum of \$700 from unrestricted funds (SS/SCZ).

Staff Training Day: The Board approved a September 2, 2025, proposed full day closure of the library for staff training (SCZ/SS).

Announcement

No announcements.

The meeting was adjourned at 5:23PM (SCZ/SS).

Lawrence NFOR,

Board Secretary.