

Trustee Meeting Minutes

September 8, 2025

The September 2025 meeting of the Leominster Public Library Board of Trustees was held on Monday, September 8, 2025, 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 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 in the open forum.

APPROVAL OF MINUTES

The minutes of the July 14, 2025, meeting were approved (SS/JCD).

LIBRARY REPORT

The Library Director's report was accepted by Board, as Director Lent highlighted a few noteworthy items and answered some clarifying questions as well.

OLD BUSINESS

Training Day: The day's training went very well as good feedback has been received.

State Reports: The Director reported that the MBLC report was submitted and that in a nutshell, with respect to other libraries, the Leominster Public Library is operating within the norm.

West Street Stonework: The safety need of the stairs were addressed and after repairs, now very good looking.

Generator: A couple of options were looked at and the current quote is \$195, 000. The Board decided to table for now while additional options will be sought for how to pay for replacement.

Carpet Options: Mannington Commercial Carpets brought in samples and they are willing to do the work and even create carpets that they do not have in stock currently. No decision made yet on this.

NEW BUSINESS

Staffing Update: A recommendation for staff pay increase was accepted after presentation of completion of additional desk training (JCD/JD).

Sunday Pay and Sunday Hours of Operation: Given that there has been differential pay to Library staff who give up time to work on Sunday, a call from City Hall as recommended by auditors to not continue this was discussed in detail. Given that this has been about a 24 year practice, and solves the need for Library hours on Sunday, the Board recommended that the Director continue discussions with City Hall to arrive at a conclusion on the rates. Compromise suggested, in the short-term, will be reported but the current practice is to be maintained until such a time, not losing sight of the downside of this incentive to keep Sunday Library hours with very minimum staffing.

Vacation PTO Clarification: The policy that has been in place to have a flat 3.5 hours for a half day vacation was to be revised by HR to now reflect scheduled hours. The Director will follow-up with HR to come to a clear understanding and practice to be implemented.

Library Pods: The proposal to have little study pods in the library to increase quiet, smaller and more efficient room-use for individual patrons in need of study space was put on hold by the Board.

Announcement

No announcements.

The meeting was adjourned at 5:54PM (JCD/JD).

Lawrence NFOR,

Board Secretary.