

**Leominster Public Library
Board of Trustees
Meeting Minutes
October 9, 2018**

The October meeting of the Leominster Public Library Board of Trustees was held on Tuesday, October 9, 2018 in the Leominster Public Library Conference Room.

In attendance were - Chair, Mark Bodanza, Secretary Lawrence Nfor, Eladia Romero, Carrie Noseworthy and Jim Despo. Also in attendance were Sondra Murphy, Brittany Recker, Tina McAndrew, and guest Rich Rogers.

The Chair, called the meeting to order at 5:00pm.

APPROVAL OF MINUTES

The minutes of the September 10, 2018 meeting were approved (CN/JD).

DIRECTOR'S REPORT

The Director's report for the month of September 2018 was accepted.

NEW BUSINESS

Discussion with Abbey Capital – Rich Rogers

Rich Rogers from Abbey Capital was here to discuss the nature of the funds currently managed by the Community Foundation. Mark outlined the history of the Building Fund - what was raised, what the money was used and earmarked for, and the amount of fees the Library paid versus revenue.

Rich explained the goals if Abbey Capital was to manage the money and that when a withdrawal is requested, the funds would be wired or a check would be directly written.

Currently we pay a little over 1% a quarter in fees; Abbey Capital would charge ½ % quarterly (50 basis points).

Rich can be in contact with Sondra regarding a written asset plan - but the Board makes the final decision. Mark suggested Rich send a recommendation for an investment strategy and a procedural moving of funds which can be ratified at the next Board meeting.

Rich should contact both Sondra and Mark for any investment decisions.

Literacy Volunteer Update

Sondra reported that the current teacher left and the last two classes will be taught by someone new. Sondra did highlight the importance of this training and the hope to utilize the training in the future.

Library Trust Fund Report

The Board made a quick review of the Report.

Staff In-Service Meeting

Sondra explained the Library will be closed November 8th until 12pm for a staff meeting. Staff will be discussing logo, branding, and brainstorming ideas for outreach. Lunch will be served.

Sondra also wants cultural competency training. Tina has spoken with a speaker from UMASS Boston about visiting LPL.

Application for 1-day Liquor License

Cassandra Hall wants to have a MEAD making program with optional taste testing so Sondra asked for the Board to allow the Library to apply for a one day liquor license. Motion to approve the application (MB/ER).

Gifts and Donations Policy

Sondra explained the updated policy is to give donors other ways besides book donations to give to the Library. Programs, lectures, events for adults, young adults, and children as well as technology and outreach could benefit from these donations. Further discussion on donor named spaces will be discussed at the next meeting. Sondra and Tina will also bring an updated donation form.

Community Spaces Policy will be discussed at the next meeting.

Computer and Internet Policy

Brittany explained the recent updates to make the Policy more concise and written to follow the trend to make public access computers available to all patrons not just library card holders. Language instructing parents and guardians about minor behavior was removed as parents are responsible not library staff.

Specific reference to pornography was removed to broaden the scope to all illegal behavior. Patrons may be upset or offended at any type of visuals they see on computers and staff is allowed to say something. Further discussion at next month's meeting.

Eladia requested consideration of moving Board Meetings to the following Monday in event of a Monday holiday, not the next day (Tuesday). However, current year meetings are already set.

Mark and Lawrence signed the Community Foundation check request for the reupholster project in the Dr. Martin T. Feldman Children's Room.

The meeting adjourned at 6:04pm (JD/CN).