

# LEOMINSTER PUBLIC LIBRARY

## Library Trustees

### Minutes of Meeting 12/14/2020

**Time:** 5:00 PM

**Place:** Go To Meeting Teleconference.

**Attendees:** Trustees: Chairperson Mark Bodanza, Vice Chairperson Sue Chalifoux-Zephir, Secretary Lawrence Nfor, Joanne D'Onfro, Susan Shelton and Jim Despo. Also present was Acting Interim Director Nicole Piermarini.

The meeting was called to order by Chairman Mark Bodanza at 5:01 PM.

**Public Forum:** No speakers

**Minutes:** A motion was made by Trustee Chalifoux-Zephir and seconded by Trustee Shelton to approve the minutes of the November 2, 2020 minutes.

**The motion carried unanimously.**

A motion was made by Trustee Nfor and seconded by Trustee D'Onfro to approve the minutes of the November 9, 2020 meeting as amended.

**The motion carried unanimously.**

**Director's Report:** Acting Interim Director Piermarini clarified questions about the reporting of statistics and program attendance.

### **OLD BUSINESS**

**Library Reopening and Hours:** Acting Interim Director Piermarini, after speaking with the Health Department, updated the reopening plan to reflect a change in the length of the quarantine period as per the Governor's new guidelines.

Acting Interim Director Piermarini requested the library be closed on December 26, 2020 and January 2, 2021 due to staffing concerns. She noted that the request is an anomaly due to the short staffing.

A motion was made by Trustee Nfor and seconded by Trustee D'Onfro to close the library on December 26, 2020 and January 2, 2021.

**The motion carried unanimously.**

**Social Media Policy Review:** The Social Media Policy Review will be tabled until the New Director is in place.

**Personnel Subcommittee Update:** Personnel Subcommittee Chairperson Chalifoux-Zephir announced the Board of Trustees made an offer to Alexander Lent and he has accepted the position of Director of the Leominster Public Library starting at the end of January. She thanked all involved in the hiring process.

**Building Fund Entity Requirements:** Trustee Bodanza was not able to get in touch with former City Treasurer Mr. LaPlante concerning the implications of the Building Fund Tax ID number falling under the entity of the City of Leominster. Discussion followed and it was agreed that questions concerning the stewardship of the Fund, the use of the City tax ID and what entity or entities will have access to funds will be submitted to Trustee Bodanza and he will follow up with the appropriate city officials and City Solicitor, as necessary and report back to the Board.

## **NEW BUSINESS**

**Tax Program:** Acting Interim Director Piermarini and the Special Services Librarian met with AARP liaison to discuss the yearly tax assistance program they have been performing for many years. The process will be much the same as it has been with modifications due to the COVID-19 pandemic.

**Artwork Donation:** Trustee D’Onfro gave a brief overview of the history of the painting. The artist, Jeanne Zephir, is a well know artist in the community and according to Acting Interim Director Piermarini the library owns six pieces of her artwork.

A motion was made by to accept the painting by Trustee Shelton and seconded by Trustee Despo.

**The motion carried unanimously.**

**Acting Interim Director Flex Time Request:** The Assistant Interim Director requested time off for the extra time she worked as Interim Director due to short staffing. Some trustees spoke in favor of making an exception to the Flex Time policy citing the extra effort the Acting Interim Director made. Other trustees spoke of rejecting the request by noting that the Flex Time policy process was not followed, her salary was duly increased to a Director’s level for her time functioning as the Interim Director, and that she should have come to the Board for assistance in prioritizing the workload.

A motion was made to approve the time off for the Interim Director by Trustee D’Onfro and seconded by Trustee Shelton.

**The vote was 3 for and 3 against. The motion failed.**

Respectfully submitted,  
Jim Despo, Trustee