

## Trustee Special Meeting Minutes

August 27, 2020

The special meeting of the board started at 5:00 PM at the Leominster Public Library Community Room.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir, Lawrence NFOR, James Despo, Susan Shelton, Joanne D'Onfro. Also in attendance was Nicole Piermarini, Assistant Library Director, and many members of the Library staff as well.

The meeting was called to order by the Chair and an open forum was first. Two members of the community, who both happen to be Library staff members addressed the board in complete support and appreciation for the work Nicole is currently doing in the absence of a Library Director. Appreciative of the work was also recognized by the board.

### Appointment of an Acting Interim Library Director

Given the current state of the library and the timeline for the next board meeting, this special meeting was called to handle this item. The motion was moved (SS), seconded (SC) and carried by the entire board 6-0 that Nicole Piermarini, be appointed with immediate effect as the Acting Interim Library Director. The chair noted the timely responses and effective addressing of issues by Nicole, and he greatly appreciates such support.

### Interim Library Management Plan

Given the current work that needs to be done, by the board, in preparation to hire a new Library Director, Nicole assured the board that she is in contact with the staff members and getting the State Aid report ready. The board expressed confidence in the leadership Nicole provides and confident that management will be smooth within the time period before hiring process gets to completion.

### Hiring of an Interim Library Director

It was reported that there are contacts being made by SC with staffing agencies to hire an interim library director, given that the city has never undertaken such a hiring venture, time is needed to ensure compliance is certainly given due attention and time.

## OID BUSINESS

**BMS Server** Nicole updated the board on her contacts made to ensure the completion of the project stays on track given that Sondra is no longer the Director. Summary report is that installation is still on track and will not affect the HVAC system negatively during installation due August 31, 2020.

**Part Time Wage Increase** We received report from Nicole that some of the data reported in the past meeting and was approved by the board was inaccurate. Updated information was presented to the board and vote was revised to ensure that each increase was applied on their one-year anniversary. Motion to revise part time wage increase to reflect the one-year anniversary and current accurate data, was made (JD), seconded (LN) and carried 6-0, given that there is some saving as a result. It was recommended that such decisions in the future should be verified with HR before the board moves to vote.

## ADJOURN

Policy for social media was brought up (JD), the chair asked for information to be supplied so it can be included on our September 14, meeting agenda.

The meeting adjourned at 5:18 PM. (JD/JD')

Humbly Submitted,

Lawrence NFOR,

Board Secretary.