

## Trustee Meeting Minutes

June 14, 2021

The June 2021 meeting of the Leominster Public Library Board of Trustees was held on Monday, June 14, 2021, via Go To Meeting Teleconference.

In attendance were: Chairperson Mark Bodanza, Vice Chairperson Susan Chalifoux Zephir, Secretary Lawrence NFOR, Jim Despo and Susan Shelton. Also present were the Library Director Alexander Lent, and Assistant Library Director Nicole Piermarini. Joanne D'Onfro was not present for this meeting

The chairperson called the meeting to order at 5:00 PM.

### **PUBLIC FORUM**

No one addressed the board in the public forum

### **APPROVAL OF MINUTES**

The minutes of the board of trustees meeting of May 10, 2021 and the special board meeting of May 24, 2021, were approved (SCZ / SS) by a 4-0 vote.

### **LIBRARY REPORT**

The Library Director reported on difficulty updating the building maintenance system and steps to get it all resolved.

A request was also brought up about closing on July 3, for the holiday. After some discussion, it was concluded by a 5-0 vote (LN/SCZ) that given the fact that we just reopened, the library should stay opened on July 3, 2021, and closed on July 5, 2021. It was also agreed that the holiday schedule for fiscal year 2022 be presented for approval in our July board meeting.

An Ultra Full HD Video Magnifier was donated to the library by David Mikels, and the board voted to accept the in-kind donation as an accessibility tool to help people with low vision – (JD/SCZ) 5-0 vote.

A proposal by the Director to leave the outreach director role open and instead increase the Desk assistant role by 7 additional hours was approved (SS/JD) by a vote of 5-0.

Library report was accepted by the board.

## OLD BUSINESS

**Staffing update:** The Director reported that in a matter of two weeks, the library will be fully staffed after the filling of the two 19-hour positions.

**FY2022 Budget Proposal:** The library budget was adjusted to meet the Mayor's desire to level fund the book budget. Negligible net impact on overall budget. This will be presented June 16 at the City Council meeting.

**Second Budget Transfer Request:** It was reported that City Council will be looking at the second budget transfer request tonight and some funds will be encumbered with some expenses carried forward to new fiscal year.

**Library Reopening Plan:** The plan as presented with the modifications approved in the May 24<sup>th</sup> meeting, it was clear that the library will remain open Monday to Thursday, 9AM till 9PM and will be 9AM to 5PM on Fridays, 9AM to 1PM on Saturdays and remain closed on Sundays throughout the summer.

It was also noted that not much has changed from initial mask policy, and there will be no need to verify vaccination status yet. Many patrons appreciate the fact that the policy is still in place and the board agreed to keep policy in place till July meeting when we review.

## NEW BUSINESS

**Transfer of proceeds from sale of Appreciated Securities:** The American Water shares sold for \$2,866.96, held in the Building fund was requested to be transferred to the Dr. Martin T. Feldman Children's Programming Fund, where it was intended initially. It was approved by a vote of 5-0 (LN/SCZ).

On our current investments, it was noted that the advisor is cautious in managing securities and consistent with what the city does with its investment – to limit risk, and increase in equity exposure on a gradual basis.

The meeting adjourned (SCZ/JD) at 5:32PM with mention of our July meeting being in-person.

Submitted by Lawrence NFOR, Board Secretary.