

Trustee Meeting Minutes

June 5, 2023

The June 2023 meeting of the Leominster Public Library Board of Trustees was moved earlier due to a need and it took place on Monday, June 5, 2023, at the historical conference room of the library.

In attendance were Mark Bodanza, Susan Chalifoux Zephir, Lawrence NFOR, Susan Shelton, and Jim Despo. Also present were the Library Director Alexander Lent and Nicole Butler, the Assistant Director.

The vice chair, Susan Chalifoux Zephir started the meeting at 4:19PM

OPEN FORUM

No one was available to address the Board in the open forum.

APPROVAL OF MINUTES

No minutes were available for this meeting – will be made available for the next.

LIBRARY REPORT

The Library Report was presented with highlight on the extremely high electricity bill, that was the basis for an early meeting. After discussions on what could possibly be the cause, it was agreed that the director investigates a little more and yet move the funds to pay the bill.

Strategic planning survey went out and good feedback still coming in. In resources and services, 3 languages are currently being added with signage. Spanish, Portuguese and French in progress.

OLD BUSINESS

Patron Issues: An interesting scenario about someone living in a UHaul truck in the parking lot. Individual was asked to move and he did.

NEW BUSINESS

Staffing Update There is a new position open for an Assistant Tech librarian, will be hired soon.

FY2024 Budget The Budget was presented to the City Hall and it was well received and passed.

Friends of the Library Vending Machines This service is still being monitored and so far it has a good feedback from both the patrons and the friends managing the service. Questions were raised and discussed on possible impact on electrical surges by these new vending machines. It was advised a careful research be made to inform. The trial period was suggested to be extended till July meeting for a better review and understanding to better report. Motion to extend trial run till July 2023 meeting was accepted (SCZ/SS).

Trust Fund Transfers The request to transfer trust funds to clean out expenses over the fiscal year was accepted by the board as presented (SS/LN).

Budget Transfer Due to surpluses from payroll, the director requested transfer of funds to cover electricity highs. It was accepted by the board (LN/JD).

Holiday Closures A few dates were presented for library closure approvals by the board. These dates accepted by board include Labor day 2023, Thanksgiving Eve, Christmas Eve and New Year's eve (LN/SCZ).

ANNOUNCEMENTS:

Beth retiring June 30th – Board invited for those who can make it to wish Beth well.

The meeting adjourned at 4:43PM (SCZ/SS).

Lawrence NFOR, Board Secretary.