

**Minutes**  
**Lawrence Library Board of Trustees**  
**January 4, 2023 @ 7 pm**  
**In the Lyceum**

In attendance: Deb Spratt (Director); Charles Pen Burnham (Chair,) Carol Case, Fred Kobs, Bob Kowalski, Diane Murphy, Lyn Warwick

1. Review of bills payable, payroll
2. Review of minutes from November and December 2022. Pen motioned, Accepted
3. Accounting:
  - o FY2023 budget EOM
  - o FY2024 budget proposal and Monday funding
4. Stats: December : Circulation 5,236; Overdrive 1,517; ILL 1,389 net lender; New Patrons:14, Web 352 new users, 1,630 total users
5. Personnel:
  - o Custodial position: Butch Merrill started December 27th
  - o Programmer: Victoria Walker has accepted
  - o Part time Circulation has been posted to fill Victoria's hours
6. Systems: Nothing for this month
7. Building:
  - TAGS: no update yet
  - Shattuck: didn't show up ; no response to emails
  - Jasonics: issue with circulation panic button. For now the portable panic button is located there
8. Other:
  - Tree lighting recap: 476 people inside, 550+ outside
  - Long range plan: discussion for ideas, timeline, next meeting January 12th at 2pm
  - Library Covid: Status quo
  - Jan 12th Red Cross Blood Drive 10-3
  - Art and music books through May

Meeting adjourned at 8:00pm. Pen motioned and Fred seconded

Next meeting is scheduled for February 1, 2023

Respectfully Submitted by Bob Kowalski, Lawrence Library Board of Trustees

Pen missed November meeting- fix and resend to Deb

Long range plan meeting on January 12th at 2pm