

Minutes
Lawrence Library Board of Trustees
January 3, 2024 @ 7 pm
In the Lyceum

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

1. Reviewed and signed performance review. Carol motioned and Lyn seconded.
Approved
2. Review of minutes from December 2023 meeting. Approved.
3. Accounting: FY2024 budget EOM report; FY2025 forecast
4. Stats: December: Circ: 5,956; Overdrive: 2,108, Nov 2,076 (up 36% over last year); Patrons: 38 new; ILL: 1,592 net lender; Value of Circ: \$65,320; Web Page: 3,448 pages viewed, 4,509 event count, 1,600 users; Foot count 4,149 month, 180 per daily average
5. Personnel: custodian; staff updates
6. Building:
 - HVAC – update Circulator # 2
 - Blackburn – no update yet
7. Other:
 - Music & Art Gallery: Joe Clark January 4th & Classical Collective of Pepperell on 4th Friday of January
 - Pepperell Preservation Committee
 - MA Cultural Council Grants
 - PBA: Secret Santa Saturday recap
 - Passport facility update

Meeting adjourned at 8:15pm; Emil motioned and Carol seconded

Next meeting is scheduled for February 7, 2024

Respectfully submitted by Bob Kowalski, Lawrence Library Board of Trustees