

Minutes  
Lawrence Library Board of Trustees  
February 4, 2026 @ 7:00pm  
In the Lyceum

In attendance: Carol Case (Chair), Charles Pen Burnham, Diane Lynch (Director), Emil Diaz (Secretary), Lyn Warwick (Vice-Chair), Pat Payer, Trevor Berens

1. Convened at 6:58pm
2. Review of minutes from prior meetings:
  - January 7, 2026 – approved
3. Accounting:
  - FY26 EOM report

4. Stats for January 2026:

	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26
Circulation	6,075	7,061	7,117	6,416	6,326	5,830	5,440	5,913
Overdrive	1,885	2,009	1,977	1,866	1,975	1,791	1,767	2,025
Inter-library loans	1,858	2,034	2,019	1,328	1,953	1,742	1,728	1,974
Foot traffic	6,168	8,030	4,872	4,215	4,266	3,419	3,865	4,091
Programs	49	22	47	35	38	24	32	31
Programs attendance	625	251	622	392	927	392	452	445
New patrons				40				40

5. Guest – Andrew MacLean, Town Administrator:
  - Discussed Library Director’s revised contract terms
  - Discussed roles of Trustees and Town Administrator in library oversight
6. Personnel:
  - Interlibrary Loan/Adult services position – posted
  - Custodian position – posted
  - Staff training update
7. Policy updates – none
8. Building:
  - Dumpster dumping – lock installed by GW Shaw
  - Parking lot door to building
  - New book drop consideration

9. Other presented by Diane:

- Annual Town Report submitted
- FY 2027 budget submitted

10. News from the Children's area:

- New toys and puzzles have been added to the play area and have been very popular.
- Miss Shannon has reviewed the existing toys and cleared out any that needed to be discarded.
- They are prepping for Summer Reading and have placed the order for the free materials provided by the state. They should be arriving soon.

11. News from the Circulation Desk:

- Seed collective planning is underway.

12. Upcoming events

- *Local Roots* art exhibit by Mark Fountain in February
- Feb 7 – Friends of the Lawrence Library annual pie sale 11:30-1:00
- Feb 13 – Nissitissit String Quartet “For the Love of Music” (PCC grant)
- Mar 27 – Hossfeld & Berens Classical Concert (PCC grant)
- April 24 – Jordan Tirrel-Wysocki Duo (PCC grant)
- Open Mic nights the 3<sup>rd</sup> Friday of every month

13. Discussed Director's revised contract.

Meeting adjourned at 8:55pm; Lyn motioned and Pat seconded.

Next meeting is scheduled for Wednesday March 4, 2026.

Respectfully submitted by Emil Diaz, Lawrence Library Board of Trustees