

Minutes  
Lawrence Library Board of Trustees  
April 1, 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 7:02pm
2. Review of minutes from prior meetings:
  - February 4, 2026 – approved
  - February 12, 2026 - approved
3. Accounting:
  - FY26 EOM report

4. Stats for March 2026:

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Circulation	6,326	5,830	5,440	5,913	5,329	6,213
Overdrive	1,975	1,791	1,767	2,025	1,819	2,048
Inter-library loans	1,953	1,742	1,728	1,974	3,459	2,124
Foot traffic	4,266	3,419	3,865	4,091	3,694	4,500
Programs	38	24	32	31	30	35
Programs attendance	927	392	452	445	388	541
New patrons				40	27	34

5. Personnel:
  - Custodian position – hired
  - Interlibrary Loan/Adult services position – hired beginning April 6
  - Temporary circulation help to be hired through June (in process)
  - Replacements for programming and circulation positions to be hired
6. Policy updates coming soon:
  - Volunteer policy
  - Hotspot policy
  - Opening building outside of normal business hours
7. Building:
  - Roof raking and ice dam removal by Therrian Roofing Co. in February

- Friends of Lawrence Library awning for donation book drop shelter
- Installation of larger book drop at main entrance

8. FY 27 budget:

- New salary figures due to contact and Union arrangements
- Library budget presented to FinCom and BOS on March 12

9. Other presented by Diane:

- Greater Lowell Community Foundation grant received for \$984.08
- Book sale March 20,21,22 at the Fitz was the second most successful ever
- Library to close for Independence Day parade June 27
- No list of who has key to building
- Written requests for sign placements on lawn
- Discussed enter and exit signs to library parking lot

10. News from the Children's area:

- Trying to arrange school tours

11. News from the Circulation Desk:

- Seed collective planning is ongoing

12. Upcoming events

- Squanicook Quilt Guild Exhibit in March
- April 24 – Jordan Tirrel-Wysocki Duo (PCC grant)
- May 2 town wide yard sale
- May 2 FLL toy sale
- Open Mic nights the 3<sup>rd</sup> Friday of every month

Meeting adjourned at 8:13; Lyn motioned and Pat seconded.

Next meeting is scheduled for Wednesday May 6, 2026.

Respectfully submitted by Emil Diaz, Lawrence Library Board of Trustees