

Minutes
Lawrence Library Board of Trustees
May 6, 2026 @ 7:00pm
In the Lyceum

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

1. Convened at 7:00pm
2. Review of minutes from prior meetings:
 - April 1, 2026 – approved
3. Accounting:
 - FY26 EOM report – update March and April next month
4. Stats for April 2026:

	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26
Circulation	5,830	5,440	5,913	5,329	6,213	5,909
Overdrive	1,791	1,767	2,025	1,819	2,048	1,954
Inter-library loans	1,742	1,728	1,974	3,459	2,124	3,796
Foot traffic	3,419	3,865	4,091	3,694	4,500	4,844
Programs	24	32	31	30	35	38
Programs attendance	392	452	445	388	541	457
New patrons			40	27	34	27

5. Personnel:
 - Temporary circulation assistant hired until program coordinator is hired
 - Circulation assistant/program coordinator starting May 26
 - Carol will be gathering input for Diane's annual evaluation
6. Policy updates:
 - After Hours Use of Library Building Policy - approved
 - Wi-Fi Hotspot Lending Policy - approved
 - Adult Volunteer Application Form – Diane to review
7. Building:
 - Town Meeting approved funding for mortar restoration project, RFP created
 - Town Meeting approved funding for restoration of bronze plaque and limestone architectural features, RFP created

- AW Therrien Roofing contacted regarding entrance side gutter repair/replacement, estimate for back of building gutter installation near Friends of Lawrence Library book drop, and window/ceiling of art gallery
8. Other presented by Diane:
- Friends of Lawrence Library Annual Toy Sale was held on May 2. FLL reports an average return due to bad weather.
 - Budget and the MAR
 - Now have online subscriptions to Chiltons and Gale Legal Forms
 - Bob replaced all motion detector sink batteries
9. Library holiday 2:00pm early closures
- Day before Thanksgiving
 - Christmas Eve
 - New Years Eve
10. Upcoming events
- Percussionist Joshua Jade May 29th
 - Barry Arvin Young June 13th
 - Open Mic nights the 3rd Friday of every month
11. Patron concern regarding less LGBTQ+ visibility
- Library in compliance with town flag policy
 - Programming is publicized in monthly newsletter
12. Patron discussed Enter and Exit signs require better visibility
- Diane to request that DPW assist with improved signage

Meeting adjourned at 8:02; Lyn motioned and Trevor seconded

Next meeting is scheduled for Wednesday June 3, 2026

Respectfully submitted by Emil Diaz, Lawrence Library Board of Trustees