

Minutes  
Lawrence Library Board of Trustees  
April 2, 2025 @ 7pm  
In the Lyceum

In attendance: Charles Pen Burnham, Carol Case (Chair), Deb Spratt (Director), Emil Diaz, Pat Payer, Trevor Berens; Absent: Lyn Warwick

1. Convened at 7:04pm.
2. Review of minutes from prior meetings:
  - March 12, 2025 – approved
  - March 12, 2025 Executive Session - approved
3. Accounting:
  - FY26 budget – no update
  - Deb presented FY25 EOM report
  - A misclassified town employee had been included in the library labor reporting and is now corrected

4. Stats for March 2025:

Circulation	6,434
Overdrive	1,940
Inter-library loans	1,691
Patrons	5,448
Web page views	5,763
Web page sessions	3,819
Web page users	2,000
Foot count	N/A
Database stats	1,691

5. Personnel:
  - Part time circulation person to receive two month review
6. Building:
  - Solar lights – no update
  - EV charging station – assessment by Johnny
  - Internet & phone – proposal form
  - Seeking portico ceiling painting quotes
  - Blackburn Restoration – scheduled week of May 17th

7. Other presented by Deb:
  - Will review three policies each month
  - Town election April 28
  - Town Meeting May 5
  - Friends of Lawrence Library toy yard sale May 3
  - Musket display cabinet and town flag on display in History Room
  - Community Preservation Act
  - Cultural Facilities Fund
  - Frederick Douglas and Bruce Anderson grants – no update
  - 250<sup>th</sup> and 4<sup>th</sup> of July parade is June 28
  - Art Gallery and music – 3 concerts in March and quilt show
  - Fact Checking Media Literacy April 23
  - Candidates Night at COA April 17
  - Four Trustees are on the ballot April 28
  - Time capsule April 12
8. Director Search
  - Prepared for interviews April 3 and April 4
  - Decision to be made April 4 on who to invite for a second interview

Meeting adjourned at 8:37pm; Pen motioned and Emil seconded

Next meeting is scheduled for Executive Session Thursday April 3, 2025

Respectfully submitted by Emil Diaz, Lawrence Library Board of Trustees