

Minutes
Lawrence Library Board of Trustees
May 7, 2025 @ 7:00pm
In the Lyceum

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

1. Convened at 7:04pm
2. Reorganization of board
 - Annual review of positions
 - Motion by Lyn and seconded by Trevor to make no changes, 5-0
3. Review of minutes from prior meetings:
 - April 2, 2025 – approved
 - April 3, 2025 Executive Session – approved
 - April 4, 2025 Executive Session – approved
 - April 9, 2025 Executive Session – approved
 - April 18, 2025 Executive Session – approved
4. Motion by Lyn and seconded by Trevor to release minutes of Executive Sessions, 5-0
5. Accounting:
 - FY26 budget
 - FY25 EOM report
6. Stats for April 2025:

Circulation	6,223
Overdrive	1,842
Inter-library loans	3,968
Patrons	5,386
Web page views	15,000
Web page sessions	3,500
Web page users	1,501
Foot count	6,255

7. Personnel:
 - Butch is back to work
 - MBLC paperwork for Permanent Director Resignation signed by Carol
 - Job Analysis Questionnaire – Deb reviewing

8. Building:
 - Solar lights – no update
 - EV charging station – no update
 - Internet & phone – no update
 - Blackburn Restoration – doors and lights scheduled week of May 27th
 - Electrical – meeting room light and backup lighting
 - Building inspection results – need to order a cabinet for flammable materials and emergency lights for media and non-fiction areas
9. Other presented by Deb:
 - Review of policies – motion by Lyn and seconded by Trevor to accept all, 5-0
 - Community Preservation Act – both passed
 - Cultural Facilities Fund – no update
 - Bruce Anderson grants – no update
 - 250th and 4th of July parade is June 28
 - Art Gallery and music – plans for open mic after Deb retires
 - Bird's-eye View May 10
10. Director Search
 - Board signed contract for Diane J. Lynch
 - Effective July 1, 2025 – June 30, 2028
11. Motion by Lyn and seconded by Pat for BOT to release a statement of implications of Executive Order 14238 with the intention of informing the public to make decisions, 5-0

Meeting adjourned at 8:31pm; Lyn motioned and Trevor seconded

Next meeting is scheduled for Wednesday June 4, 2025

Respectfully submitted by Emil Diaz, Lawrence Library Board of Trustees