



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES
VIRTUAL January 5, 2026; 7:00PM**

All members of the public are invited to a ZOOM meeting; options available to access the Board of Library Trustees Meeting virtually:

Register in advance or at any time prior to the conclusion of this meeting by accessing the following link your computer, smartphone or tablet:

https://westfordma-gov.zoom.us/webinar/register/WN_9Hsg9WEVSuOdq8nRgKvFqA

Registration requires only that you provide a name and E-mail address. After registering, you will receive a confirmation email containing information about joining the meeting; you will be provided with immediate access if the meeting is already in progress.

I. Call to Order, Roll Call Identification of Trustee Members Present per OML, Inform all attendees of recorded meeting; all votes roll call [4 seconds]

II. Signing of Trust Fund Warrants [5 minutes] VOTE

A. Warrants/Deposits Processed for Approval:

WARRANT # 26-*** TE	WARRANT DATE: **/**/26
LIBRARY TRUSTEES FUND, ACCT. # 672	\$0.00
ALL PURPOSE TRUST FUND, ACCT. # 673	\$0.00
LIBRARY BOOK FUND, ACCT. # 674	\$0.00
LECTURE TRUST FUND, ACCT. # 675	\$0.00
J. V. FLETCHER LIB. TRUST, ACCT. # 676	\$0.00
EDR CONT. EDUC. TRUST FUND, ACCT. # 677	\$0.00
BENEFACTORS TRUST FUND ACCT. #678	\$0.00
TOTAL EXPENDITURES/DEPOSITS UNDER WARRANT # 26-***TE	
	\$0.00

III. Approval of Minutes [10 minutes] [Underlined minutes in packet] VOTE

A. December 1, 2025

IV. Acceptance of Treasurer's Quarterly Report [0 minutes] NONE

V. Report of the Director [10 minutes] VOTE

A. Asst. Director Report

B. Warrant Review and Approval

1. Warrants Numbered: 26-20 through 26-25 VOTE

VI. Report of Committees [5 minutes]

A. Friends' Foundation Committee Report:

VII. Communications: [10 minutes]

A. CORRESPONDENCE, PERSONNEL: Acknowledgement of Resignation letter MADSEN

VIII. Unfinished Business [0 minutes] NONE

A. Massachusetts Public Library Construction Project (MPLCP) Grant Update

IX. New Business [10 minutes]

https://westfordmass-my.sharepoint.com/personal/erainville_westfordma_gov/Documents/H-Drive/Ellens Docs/WINWORD/TRUSTEES/MEETINGS/AGENDAS/AGENDAS CY26/TRUSTEE AGENDA 1-5-26 VIRTUAL.docx 12/30/2025 8:44 AM



- A. Approve \$9,500 expenditure under KANOPY VOTE
- B. Approve Support Letter for CPA Application for Skylight Restoration in amount of \$60,000 VOTE
- C. Annual Town Meeting, March 28, 2026:
 - 1. Review MAR and Materials Requirement for FY__ [requirements met]
 - 2. Discuss any needed Warrant Articles [none]
- D. Elections, May 2026:
 - 1. Incumbents Indicate Candidacy Intentions in 2026
 - 2. Deadline: January 20 Form CPF M-102-0 Campaign Finance Report due Town Clerk (ALL Trustees) http://files.ocpf.us/pdf/forms/M102_edit.pdf

X. Announcements [5 minutes]

- A. Friends' Liaison Report [Rainville]
- B. Upcoming Meeting Schedule:

January 8, 2026	10:00 AM	MBLC Meeting to review Waiver Request of Municipal Appropriation Requirement
February 2, 2026	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING
February 2, 2026	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING
February 5, 2026	10:00 AM	MBLC Meeting to approve Waiver Request of Municipal Appropriation Requirement

C. COI [Conflict of Interest]: Mandatory Email from state

XI. Adjournment [3 seconds]

GS/edr

Articles/Attachments: Program Fliers

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at <https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT. If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact the Library administration at 978-399-2312 or email to erainville@westfordma.gov.