



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES
VIRTUAL March 2, 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_6rb-526KQpaTS5vIfpWBIg

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 # 26-37 TE		WARRANT DATE: 3/19/26
LIBRARY TRUSTEES FUND, ACCT. # 672		\$229.04
ALL PURPOSE TRUST FUND, ACCT. # 673		\$00.00
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		\$00.00
BENEFACTORS TRUST FUND ACCT. #678		\$0.00
TOTAL EXPENDITURES/DEPOSITS UNDER WARRANT # 26-37TE		\$229.04

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

A. February 2, 2026

IV. Acceptance of Treasurer's Quarterly Report [0 minutes]

V. Report of the Director [10 minutes] VOTE

A. Asst. Director Report

B. Warrant Review and Approval

1. Warrants Numbered: 26-30 through 26-34 VOTE

VI. Report of Committees [5 minutes]

A. Trustee Information Exchange

B. Friends' Foundation Committee Report

VII. Communications: [10 minutes]

A. CORRESPONDENCE, PERSONNEL: Seldon Promotion Letter

B. CORRESPONDENCE, PERSONNEL: Zeidman Hiring Letter

C. Annual Town Report DRAFTS: Library Director and Trustee Board

https://westfordmass-my.sharepoint.com/personal/erainville_westfordma_gov/Documents/H-Drive/Ellens Docs/WINWORD/TRUSTEES/MEETINGS/AGENDAS/AGENDAS CY26/TRUSTEE AGENDA 3-2-26 VIRTUAL.docx 2/25/2026 12:36 PM



VIII. Unfinished Business [0 minutes] NONE
 A. Massachusetts Public Library Construction Project (MPLCP) Grant Update [see Joint Meeting Minutes]

IX. New Business [10 minutes]
 A. Approve \$9,500 expenditure under Overdrive Marketplace from OB VOTE
 B. Discuss gift to Foundation from Benefactors Fund with current balance of \$81,697.33 [to be spent by unanimous vote per attached Trust Fund Policy] VOTE
 C. POLICY UPDATE: Board.4 Trust Fund Policy [revised] VOTE
 D. POLICY, DELETION: Usage.11 Teacher Cards [outdated] VOTE
 E. Warrants on Annual Town Meeting, March 28, 2026:
 1. Warrant Article 21 – nationalgrid easement
 2. CPA Application for funding historic skylight at \$60,000 recommended

X. Announcements [5 minutes]
 A. Friends' Liaison Report [Rainville]
 B. Upcoming Meeting Schedule:

March 28, 2026	9:00 AM	Annual Town Meeting, Westford Academy
April 6, 2026	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING
April 6, 2026	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING
May 4, 2026	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING
May 4, 2026	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING
June 1, 2026	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING
June 1, 2026	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING

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.

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