

Lowell Community Library  
Library Trustee Meeting  
November 14, 2023

Trustees/Librarian Present: Faye, Jenn, Carol (via phone), Nancy  
Absent: Brandie, Katherine

1. Call to order: 6:12
2. Any additions/deletions/changes to today's agenda? NA
3. Review of Minutes from previous meeting: Motioned by Faye, seconded Carol, Approved
4. Treasurer's Report: Faye shared the current Profit&Loss statement from Lowell's Treasurer (attached to email). We have transferred \$2000.00 from the "Retained Earnings Library Dept." into the 2023 Library operating budget and now have a remaining \$2229.25 until Town Meeting in March 2024. In comparing our approved budget with actual expenditures for 2023, we have added hours to the Library schedule, (which impacted the Payroll), added a phone line and computer, and have spent considerably less on book purchases than budgeted. We developed a budget proposal for 2024 (attached to email) to review and finalize at our December meeting.
5. Librarian's Report: There are now 60 townspeople with library cards! Nancy will be gone from 12/2 through 12/9 so do we want the library open with trustees or shall we close the library for those 3 dates? No decision was made at the meeting so the Library will be closed, Nancy will post a sign. Nancy and the Trustees want to have a HOLIDAY OPEN HOUSE at the Library on Saturday, Dec. 16, during regular library hours. A small craft for kids, cookies, memory sticks will be available for folks to honor a missing loved one. We will finalize these plans at our Dec. 12 meeting.
6. Committee Reports: NA
7. Old Business: NA
8. New Business: NA
9. Meeting Adjourned at: 7:20

Meeting minutes respectfully submitted by Jenn Higgins