

THE J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MEETING SCHEDULE:

The J. V. Fletcher Library Board of Trustees is an elected six-member board empowered by Commonwealth law to set policy and oversee administration of the J. V. Fletcher Library. The Board regularly holds open meetings the first Monday evening of each month -- convening at 7:00 PM at the J. V. Fletcher Library:

DATE	TIME	BOARD/COMMITTEE	MINUTES
July 1, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE	
		PARTICIPATION MEETING	
	7:00 PM	Full Board REMOTE PARTICIPATION MEETING	
July 10, 2024	6:30 PM	Library Working Group	
July 31, 2024	6:30 PM	Library Working Group	
August 5, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	
August 12, 2024	7:00 PM	Full Board REMOTE PARTICIPATION MEETING; Approve ARIS Report due MBLC 8/16	
August 21, 2024	6:30 PM	Library Working Group	
September 9, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	
September 9, 2024	7:00 PM	Full Board REMOTE PARTICIPATION MEETING; Approve FY26-28	
•		Budgets; Set FY25 Board Goals; Approve Annual Town Reports due 9/16	
September 11, 2024	6:30 PM	Library Working Group	
September 30, 2024	7:00 PM	Full Board REMOTE PARTICIPATION MEETING; Approve State	
		Aid/Financial Report due MBLC 10/4; Approve Trustee Annual Town	
		Report; Approve Annual Action Plan due MBLC 12/2; Board collaborates	
	(on Director's Performance Review document	
October 2, 2024	6:30 PM	Library Working Group	
October 7, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	
October 21, 2024	7:00 PM	WA Gymnasium; Special Town Meeting until Adjourned	
October 23, 2024	6:30 PM	Library Working Group	
October 28, 2024	7:00 PM	Full Board REMOTE PARTICIPATION MEETING; Director's Performance Review	
November 4, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	
	7:00 PM	Full Board REMOTE PARTICIPATION MEETING	
November 13, 2024	6:30 PM	Library Working Group	
December 2, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE	
		PARTICIPATION MEETING	
December 2, 2024	7:30 PM	Full Board REMOTE PARTICIPATION MEETING	
December 4, 2024	6:30 PM	Library Working Group	
January 6, 2025	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	
January 6, 2025	7:00 PM	Full Board REMOTE PARTICIPATION MEETING	
0			

ALTERED/ADDED MEETINGS ARE HIGHLIGHTED AND BOLDED; DELETED/RE-SCHEDULED ARE RED W/ STRUCK-THROUGH TEXT

Cc: Board of Library Trustees	Asst. Director - Library Personnel Calendar
Director - Town Clerk Conference	Asst. Director – Assabet Calendar (Meetings)
Director – CALENDARS folder [3cc]	Office Manager – Pre-Meeting Minutes Boilerplate
Asst. Director – Zoom/Panelist Registration Link	Systems – Trustee Website Page Update

6/21/2024 8:20 AM H:\Ellens Docs\WINWORD\TRUSTEES\MEETINGS\POSTMEETINGS\POSTMEETINGBRANDFY25_6.21.24.docx

J.V. Fletcher Library | 50 Main Street | Westford, MA 01886-2599 | 978-692-5555 | www.westfordlibrary.org