



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	POSTED MINUTES
July 1, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	x
	7:30 PM	Full Trustee Board REMOTE PARTICIPATION MEETING	x
July 17, 2024	6:30 PM	Library Working Group	
August 5, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING — Canceled due to Lack of quorum	
August 7, 2024	6:30 PM	Library Working Group	
August 12, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	x
August 12, 2024	7:30 PM	Full Trustee Board REMOTE PARTICIPATION MEETING; Approve ARIS Report due MBLC 8/16	x
September 4, 2024	6:30 PM	Library Working Group and Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	x
September 9, 2024	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING; Approve FY26-28 Budgets; Set FY25 Board Goals; Approve Annual Town Reports due 9/**	x
September 11, 2024	6:30 PM	Library Working Group	
September 16, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	x
September 30, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	x
September 30, 2024	7:30 PM	Full Trustee Board REMOTE PARTICIPATION MEETING; Approve State Aid/Financial Report due MBLC 10/4; Trustee Chair and Director Letter on need for MAR Waiver due 10/4 with initial MAR Waiver request. Board collaborates on Director's Performance Review document	x
October 2, 2024	6:30 PM	Library Working Group— postponed to October 23	
October 2, 2024	7:00 PM	Commission on Disability, Town Hall, HYBRID	
October 7, 2024	7:00 PM	Planning Board Internal Town Review	
October 9, 2024	7:00 PM	Conservation Commission Internal Town Review	
October 21, 2024	7:00 PM	WA Facility; Special Town Meeting until Adjourned	
October 23, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING — Re-scheduled to 10/30	
October 28, 2024	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING; Director's Performance Review; Approve MAR Waiver Application documentation due MBLC 11/8; Approve Annual Action Plan due MBLC 12/2	x
October 30, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee/Library Working Group REMOTE PARTICIPATION MEETING	x
November 4, 2024	7:00 PM	Planning Board Internal Town Review — Town Hall Re-scheduled to 11/18	
November 6, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee/Library Working Group REMOTE PARTICIPATION MEETING	x
November 13, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee/Library Working Group REMOTE PARTICIPATION MEETING	x
December 2, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING	
December 2, 2024	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING	
December 4, 2024	7:00 PM	Commission on Disability Internal Town Review – Town Hall/Hybrid	
December 11, 2024	7:00 PM	Conservation Commission Internal Town Review – Town Hall	
December 18, 2024	6:30 PM	Joint Meeting w/Permanent Town Building Committee/Library Working Group REMOTE PARTICIPATION MEETING	
January 6, 2025	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE	



PARTICIPATION MEETING

January 6, 2025	7:00 PM	Planning Board Internal Town Review – Town Hall
January 6, 2025	7:30 PM	Full Trustee Board REMOTE PARTICIPATION MEETING
January 7, 2025	6:30 PM	Library Working Group
January 8, 2025	7:00 PM	Conservation Commission Internal Town Review – Town Hall
January 9, 2025	10:00 AM	MBLC Meeting to review Waiver Request of Municipal Appropriation Requirement
January 9, 2025	7:00 PM	Finance Committee Budget Review
January 15, 2025	6:30 PM	Joint Meeting w/Permanent Town Building Committee Group, LWG REMOTE PARTICIPATION MEETING
January 15, 2025	7:30 PM	Full Trustee Board REMOTE PARTICIPATION MEETING
January 22, 2025	7:00 PM	Historic Commission Internal Town Review – Westford Museum
February 6, 2025	10:00 AM	MBLC Meeting to approve Waiver Request of Municipal Appropriation Requirement

**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 – Update Trustee Website Page