TRUSTEES OF THE J. V. FLETCHER LIBRARY

Marianne Fleckner, Foundation Liaison
Buffie Diercks, Secretary
Dana Riegert, Friends Liaison elected 5/26
Caroline Roache, Treasurer thru 5/26
Glen Secor, Chair
Mary Siegel, Treasurer 5/26 on
Debbie Teal, Foundation Liaison

LIBRARY BUILDING PROJECT

Board of Library Trustees met throughout the year in monthly joint meetings with the Permanent Town Building Committee, which is thanked here for the tremendous expertise extended on behalf of the Library Building Project. The Town received the fourth and partial fifth (of five) *Massachusetts Public Library Construction Project* Grant Disbursements in the amount of $1,570,399 and $100,000 respectively. To date, 92.7% of the original library building grant funds have been received, with the final $570,399 slated for late in FY27 and the escalation grant in the amount of $829,263 to be released in July - August 2027. Utility rebates in the amount of $245,227 will be forthcoming at occupancy and one year after occupancy, after energy performance assessment. The entire Board here thanks both Representative James Arciero and Senator John Cronin for securing $150,000 in legislative earmarks to further fund the library project, and we thank the Community Preservation Committee and Annual Town Meeting voters for approving a $60,000 Community Preservation Act Grant to restore the original historic 1896 skylight. As of June 30, 2026, the project remained on budget and scheduled for completion within the 18-22 month construction schedule established for the project.



Signed Beam installed in West Wing

TRUSTEE FY 2026 GOALS

1. Board of Library Trustees liaisons and library administration will routinely meet and work with the Permanent Town Building Committee, Town Boards and Committees, the Finegold Alexander Architects Design Team, CHA Solutions' OPM and On-site Representative and Contractor Hutter Construction Corporation to advance the Massachusetts Public Library Construction Project.
2. The Board of Library Trustees will support library administration and library staff in the temporary off-site operations of library collections, staff, and services.
3. The Board of Library Trustees will advocate for future Library Budgets which:
    a. meet state regulatory language
    b. meet state regulatory standards
    c. ensure the retention of the Massachusetts Public Library Construction Project grant
    d. maintain Commonwealth-wide certification for the municipality of Westford
    e. meet the MAR (Municipal Appropriation Requirement)
4. The Board of Library Trustees will collaborate with the Friends of the J. V. Fletcher Library, Inc. *J. V. Fletcher Library Foundation* in pursuing fund raising on behalf of the Library Construction project.
5. In keeping with the initiatives of the Town and School Safety Task Force, the Board of Library Trustees will pursue safety, security and mental health support measures in the areas of:
    a. Policy
    b. Procedure
    c. Emergency Response
    d. Mental Health collections and programs
6. In keeping with the initiatives of the Town Diversity, Equity and Inclusion Committee, the Board of Library Trustees will promote collection, display and programming initiatives which reflect the charge of this committee.

These Trustee Board goals were met in FY26, with Goals 1 and 2 occupying much of our time and attention.

RECOGNITION

The Trustees here recognize how the flexible, cheerful, and professional library staff have responded to the challenges of the new temporary space with creativity, imagination, goodwill and aplomb. We additionally thank the many Town Departments, agencies, organizations and parties who have hosted our many off-site programs throughout the year: Recreation, Roudenbush Community Center, Facilities, First Parish Church United, St. Mark's Episcopal Church, Nabnasset School, Abbot School, Good Pickin' Farm, and – in a wonderful 100-year anniversary celebration of a favorite book character -- Ellen Harde hosting Story Times featuring Winnie the Pooh, at the Winnie the Pooh house at 39 Main Street. We are all eagerly planning the return to the beautiful new library with all of the promise it holds for new, enhanced services and programs in FY 2027.

The Trustees held a Trustee-funded *Staff Coffee* in Recognition of the following staff celebrating significant hiring anniversaries:

10 Years:

- Charles Rose-Schweppe

15 Years:

- Mayleen Kelley
- Chantale Shepard

25 Years:

- Alla Brovina
- Kristina Leedberg

The Board recognizes as well the FY 2026 retirements of Head of Circulation, Holly Sheridan-Pritchard (after 25 years of service) and Homebound Librarian Judy Madsen (after 23 years of service). The Board extends condolences and memorializes here the late Mayleen Kelley, Library Associate, who provided sterling Reader Assistance during her 19-year tenure at the Library.

LIBRARY POLICIES, REVISED, APPROVED OR DELETED

- Laptop Lending Policy (8/11/25)
- Trust Fund Policy (3/2/26)
- Staff and Board began work on DRAFT policies which will be needed at the return to 50 Main Street and voted to delete policies which will no longer be applicable in the new building

TRUSTEE COLLECTIONS, TRUST FUNDS AND BOARD ACTIVITIES

The J. V. Fletcher Library Trustees used Trust Funds to pay for Staff memberships, dues and professional development, the Staff Recognition Coffee, Petty cash, and library circulating materials. State Aid to Public Library funds were spent on:

- Books and Materials
- MVLC App and Library Website
- Hotspot Subscriptions [portable WiFi devices]

The Board Library Trustees have continued to hold all its open public meetings online and posts all meeting agendas and minutes on the Town of Westford Website. Joint monthly meetings with the Permanent Town Building Committee are recorded and posted to Westford CAT. The Board has also participated in Legislative Advocacy for the MBLC budget, Legislative initiatives and the on-going future funding of the *Massachusetts Public Library Construction Project* Grant program overseen by the Board of Library Commissioners, from which the municipality of Westford is benefiting for a second time. Advocacy an increase to the Massachusetts Board of Library Commissioners (MBLC) budget and the passed the Legislative initiatives of Ebook Parity and Free Expression

FRIENDS OF THE J. V. FLETCHER LIBRARY AND FOUNDATION

The Friends of the J. V. Fletcher library organization is a committed and valuable auxiliary partner of the Library, whose dedication and energy are especially demonstrated now with the Library Building Project. The Friends' Foundation initiatives are just shy of the $1.3 million pledged to the Library Building Project. Additionally, the Friends of the J. V. Fletcher library and its volunteers have given hundreds of hours of service sorting book donations, running book sales and advocating for the library through websites, lawn signs, mailings and social media. Their generosity pays for all the many programs and museum passes that the Library offers. This past year, Friends initiatives and support included:

- Fall Appeal fund raising
- Annual Book Sales, each raising more money than the one before!
- Fund Raising by the Friends' Foundation Committee dedicated to realizing donations for J.V. Fletcher Library Building Project via their *1,000 Homes for $1,000 Campaign* and their *Naming Opportunities Campaign*
- Museum Passes and Online Pass Reservation software
- Programs for all ages including special Summer Reading Programs and Holiday Programs
- Popular Bestseller Books – no holds needed!
- Equipment and furnishings
- Library Wishlist items

SERVICE RETRENCHMENT CONTINUED IN FY 2026 DUE TO OVERRIDE FAILURE & TOWN BUDGET CUTS

Due to the failure of the Town of Westford Tax Override, for a second year in a row Westford did not meet the Municipal Appropriations Requirement (MAR) – one of ten state regulations tied to library certification, and mutual borrowing — and needed to apply for a Waiver from the Massachusetts Board of Library Commissioners. It is anticipated that Westford will again meet this critical benchmark in FY 2027. It should be noted here that the municipality of Westford must remain certified for 20 years from the receipt of the MBLC Building Grant or forfeit the full amount of, and interest earned on, the grant. In FY 2026, Westford additionally crested the 25,000 population mark, which necessitates meeting a new set of regulatory standards to be met in the future.

Elizabeth Diercks, **Secretary, Library Working Group**	6/06 Jt. Appt.	**5/28**	
Glen Secor, **Chair, Library Working Group**	7/18 Jt. Appt.	**5/28**	
Dana Riegert	5/26	**5/29**	
Deborah Teal, **Friends Liaison**	5/24	**5/27**	
Marianne Fleckner, **Foundation Liaison**	10/04 Jt. Appt.	**5/27**	

Mary Siegel, **Treasurer**	1/25 Jt. Appt.	**5/29**	
Caroline Roache	5/23	**5/26**	**Term ended in FY2026**

Attachment: FY 2026 Year-End Trust Fund Fiscal Report

Note: The Library Trustees meet at 7:00 PM virtually or at the library on the first Monday of the month. Meetings are open to the public and residents are always welcome. An updated meeting schedule is maintained at the library website: westfordlibrary.org and agendas and minutes are posted on the Town website. Joint meeting recordings may be viewed on the WestfordCAT website. The Trustees may be reached through this website and all library policies are available there for public viewing.