Gloucester Lyceum & Sawyer Free Library
Board of Trustees
Tuesday, September 22, 2026 at 5:30 pm
Sawyer Free Library Conference Room
2 Dale Avenue, Gloucester, MA

As the recent amendments to the open meeting law allows, this committee will continue to hold meetings remotely. Adequate alternative access to the meeting is provided through the zoom link below.

And via ZOOM : https://us02web.zoom.us/j/85276115907

Attendance: *in person:* Geoff Bradford, Peter Brau, Rick Ciolino, John Day, Steven Lewis, Cheryl Marks, Katy Marques, Kathleen Reynolds, Dawn Sarrouf, and guests Christine Armstrong, and auditors Christine Bruch, and Vince Luccitelli (left at 6:15)
Via video conference: Fran Aliberte, Jason Brisbois, Joe Grella, Jen Holmgren, Peter Lawrence, and Library Director Jenny Benedict

Not Present: Christine Araujo, Jeremy Melvin, Leora Ulrich

1. Call to order

2. Welcome and introductions
    a. Peter B moved to welcome Fran, Jason, Joe, Jen, and Peter L to the meeting. Steven seconded and the motion was approved via roll call.

3. Approval of minutes from August 25, 2026. Several corrections and clarifications were offered. Steven moved to approve the minutes as amended and Peter B seconded. Katy abstained and the minutes were approved via roll call.

4. 2026 Audit Report
    a. Peter B described the audit process. The Finance Committee reviewed the auditors' results and approved the statement.
        i. Two significant events in the past year were the merger with the Foundation and opening the new building.
    b. Mr. Luccitelli reviewed the report including results of the merger, funding sources for the building renovation, and the obligation to the City.
    c. Ms. Bruch reported that there were no substantial issues with operational bookkeeping.
    d. Cheryl moved to approve the FY2026 audited Financial Statements as presented. Kathleen seconded. Peter B abstained and the motion was approved via roll call.

5. Treasurer's Report – Joe
    a. Joe will have a more detailed financial report next month now that the audit is complete. He shared an update about the investment accounts.
    b. Kathleen moved to approve the Treasurer's Report as presented. Dawn seconded and the Report was approved via roll call.

6. Fundraising Update – Christine
    a. Christine thanked everyone who attended the art auction on Friday night – an estimated 125-140 people. Numbers are still being tallied but it looks like the net profit was about $27,000. Fran noted that it was also great publicity for the Library. Fran thanked Christine for her work

organizing the event. Fran and Geoff thanked Trustees and staff who helped at the event.

b. We had enough sponsorships to cover all expenses.

7. Annual Meeting Date and Prep
    a. According to the bylaws the Annual Meeting would be held on Veteran's Day, November 11th. Geoff suggests we move it to Tuesday November 17th instead.
        i. Peter B moved to change the date of this year's Annual Meeting to Wednesday November 18 and John seconded. Dawn abstained and the motion was approved via roll call.
    b. Christine has created a calendar for submissions for the Annual Report. The calendar will not change in spite of the change to the meeting date. Christine will share the calendar with the appropriate people next week.
    c. We will launch the annual appeal at the Annual Meeting.
    d. Please send suggestions for new Corporators to Christine.

8. Wellspring Saunders House Use Agreement – Geoff
    a. The one-year building use agreement with Wellspring has expired.
    b. Geoff reminded Trustees that last year we did not charge Wellspring for use of the building because of renovations being done. Since renovations to the Saunders House are still ongoing Geoff suggests we not charge them again this year.
    c. Wellspring has requested a two-year agreement. Jenny notes that there are at least two years of renovations to be done.
    d. Discussion ensued on whether or not to charge Wellspring. With ongoing renovations we frequently ask them to relocate. We keep the building open after hours for them. We could ask their Board members for a donation towards rent; or ask Wellspring to find a grant to cover rent. We should talk to people at Wellspring about what's included in their funding for the program (maybe they already have a grant to cover space rental) and let them know that we are thinking about charging in the future.
    e. Rick moved to approve the agreement for one year with the understanding that we meet with the Wellspring Board; discussion will move to the Executive Committee. Steven seconded and the motion was approved via roll call.
    f. The Executive Committee will revisit this in the next few months and schedule a meeting with the Wellspring board.

9. Committee Reports
    a. Saunders House – Geoff
        i. Fire suppression/sprinklers: work has begun
    b. Lyceum with
        i. Planning for the November AI event is well underway.
        ii. Celebration of Freedom event is being planned for the spring.
        iii. Bylaws update: There was discussion about the number of people on the Lyceum Committee. Language regarding Committee make-up was agreed upon.
            - Peter B moved to forward the bylaws, as amended, to the annual meeting for approval. Kathleen seconded and the motion was approved via roll call.

10. Next Meeting: October 27, 2026

11. 7:15 Adjourn. There being no further business the meeting was adjourned.

Respectfully submitted, Tracy Bowen

Motions Summary
Cheryl moved to approve the FY2026 audited Financial Statements as presented. Kathleen seconded. Peter B abstained and the motion was approved via roll call.

Kathleen moved to approve the Treasurer's Report as presented. Dawn seconded and the Report was approved via roll call.

Peter B moved to change the date of this year's Annual Meeting to Wednesday November 18 and John seconded. Dawn abstained and the motion was approved via roll call.

Rick moved to approve the agreement with Wellspring for one year with the understanding that we meet with the Wellspring Board; discussion will move to the Executive Committee. Steven seconded and the motion was approved via roll call.

Peter B moved to forward the bylaws, as amended, to the annual meeting for approval. Kathleen seconded and the motion was approved via roll call.

Actions Summary
Please send suggestions for new Corporators to Christine.

The Executive Committee will revisit the agreement with Wellspring in the next few months and schedule a meeting with the Wellspring board.