



APROPOSED MEETING AGENDA

140 Worcester Street, West Boylston, Massachusetts 01583

In accordance with the provisions of MGL 30A §§ 18-25

Library Trustees Board / Committee Name	May 3, 2018 Date of Notice
Beaman Memorial Public Library 8 Newton Street, West Boylston, MA 01583 Meeting Place	Muriel H. Stiles Meeting Room Conference Room Number or Location
Tuesday, May 8, 2018 at 7:00 PM Date / Time of Meeting	<i>Anna Maya Shaw</i> Clerk or Board Member Signature
Meeting CANCELLED or POSTPONED to:	Date of Cancellation or Postponement

Notices and Agendas are to be posted 48 hours in advance of the meetings, excluding Saturdays, Sundays and legal holidays. Please note the hours of operation at the Town Clerk’s Office to ensure that this posting will satisfy this requirement.

This is the current list of topics that the Chair reasonably anticipates will be discussed at this meeting.

Est. Start	AGENDA
7:00	TOPIC Convene
7:05	Consider approval of Minutes from April 3, 2018 meeting, as available
7:10	Reports <ul style="list-style-type: none"> • Financial statements: Municipal appropriations status reports as available. Library accounts match the Town’s for the period beginning July 1, 2017- April 30, 2018 <ul style="list-style-type: none"> • Acceptance of the Report of the Library Director for activities in April
7:30	Old Business <ul style="list-style-type: none"> • Independent Boiler Consultant- no news • Naming ceremony • Job description classification drafts • Budget process 2019 <ul style="list-style-type: none"> -3,000 added to book budget to bring us closer to meeting our spending requirement -Facilities Manager position update • Muriel Stiles memorial donations
8:15	New Business <ul style="list-style-type: none"> • Emergency Preparedness workshop updates- recommendations on staff cell phones policy, who can speak to the media, communications phone tree • Town Strategic Plan document • Chimney repair- Barnard Roofing • CWMARS pulling out switch and internet connection. Guardian taking over full management of our environment. • Director’s review • Fan coil – Zone Valve Actuators purchase • Town meeting remarks Monday, May 21, 7pm
9:00	Trustee Reports and Requests

9:05 Communications

Next scheduled meetings : ** Wednesday, June 6, 2018,
September 11, 2018, October 2, 2018, ** Wednesday, November 7, 2018, December 4, 2018

Motion to adjourn

**Save this file as Year-Month-Day-Name of Committee-Agenda [Example: 2017-10-15-ZBA Agenda.docx]
Convert the Word file to PDF (File, Export, Create PDF/XPF Document) and forward to the town Clerk's Office.
Town Clerk: TownClerk@WestBoylston-MA.gov**