



PROPOSED MEETING AGENDA

140 Worcester Street, West Boylston, Massachusetts 01583

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

Library Trustees	9/6/19
Board / Committee Name	Date of Notice
Beaman Memorial Public Library 8 Newton Street, West Boylston, MA 01583	Muriel H. Stiles Meeting Room
Meeting Place	Conference Room Number or Location
Tuesday, September 10, 2019 at 7:00 PM	<i>Anna Maya Shaw</i>
Date / Time of Meeting	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	TOPIC	AGENDA
7:00	Convene	
7:05	Consider approval of Minutes from June 5, 2019 meeting, as available	
7:15	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, 2019- August 31, 2019
		<ul style="list-style-type: none"> • Acceptance of the Report of the Library Director for activities in June, July, August
7:45	Old Business	<ul style="list-style-type: none"> • Independent Boiler Consultant- DPW Director will help find a consultant • Pruneau Memorial Garden update • Job Descriptions Update
8:15	New Business	<ul style="list-style-type: none"> • Tank Alert Alarm • Building projects: <ul style="list-style-type: none"> EIFS repairs Fan coil unit repairs Chimney project Painting project • Technology/Computers update • Grants: Walmart and State Technology Grant status • No news on Facilities manager • Staff meeting Friday Dec 6 • Request to renew ALA membership \$145.00 • Long Range Plan/upcoming Survey

- October Town Meeting &Remarks: upcoming funding requests, long range plan survey. Statistics. Extended Hours, Library use. Upcoming programs. Handouts: newsletter, bookmarks, Long range plan survey
- Volunteer policy approval, application and guidelines update
- CORI check policy
- Disaster plan updated online in Dplan
- Meeting Schedule for 2020

9:55 Trustee Reports and Requests

10:00 Communications

Next scheduled meetings: October 8, 2019, ** Wednesday, November 6, 2019, December 3, 2019

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**