



PROPOSED MEETING AGENDA

140 Worcester Street, West Boylston, Massachusetts 01583

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

Library Board of Trustees Board / Committee Name	January 3, 2020 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, January 7, 2020 at 5:00 PM Date / Time of Meeting	<i>Anna 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.

AGENDA

Start **TOPIC**

5:00 Convene

5:05 Consider approval of Minutes from December, 2019 meeting, as available

5:15 Reports

- Financial statements: Municipal appropriations status reports as available.
- Library Director’s report for activities in December 2019

5:25 Old Business

- Building projects: Boiler Consultant, Memorial Garden, Tank Alert, EIFS repairs, Chimney repair, Painting project
- Job Descriptions
- Volunteer policy
- Green Community projects
- Inclement weather policy

5:55 New Business

- Doorbell
- New Hires
- Tech Grant Funds
- Long Range Plan Survey
- Director’s annual review

6:45 Trustee Reports and Requests

6:55 Communications

Upcoming trainings: Tuesday, Feb 4 Conflict of Interest Law (snow Feb 11) 6:30 PM (RSVP by Jan 14)

March 5, Open Meeting Law 6:30 PM

Next scheduled meeting: Tuesday, Feb 4, 2020 5 p.m.

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