



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

July 17, 2020
Date of Notice

Virtual Zoom Meeting
See link below
Meeting Place

Join Zoom Meeting
Meeting ID: 872 2604 2220
Password: **860784**
+1 646-558-8656 (New York)
Conference Room Number or Location

Tuesday, July 21, 2020 at 6:00 PM
Date / Time of Meeting

Anna Shaw
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.**

AGENDA

TOPIC

- Convene, Attendance by roll call.
- Statement by the Chair:

Notice: Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor’s March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Town of West Boylston Library Trustees is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to view this meeting while in progress may do so by:

Joining Zoom Meeting <https://us02web.zoom.us/j/87226042220?pwd=MHBqNEg1ZG1iUVpoRC9OcfJBbzg5dz09>
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- Consider approval of Minutes from June meeting as available

Reports

- Financial statements: Municipal appropriations status reports as available.
- Library Director’s report for activities in June 2020
- Vote to accept by roll call

Old Business

- Building projects on hold: Memorial Garden, Tank Alert, EIFS repairs, Chimney, Painting Railings at Library main entrance, painting front of the library flooring in the attic.
- Other projects: Wages and classification study, job descriptions, volunteer policy, patron behavior policy
- Long Range Plan update
- 2020 Technology Upgrades- Wi-Fi upgrade
- Changes in staffing

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

- Covid-19- updates, impacts, changes in library services
Policies, Contactless pickup schedule, Returns, Fines

New Business

- Condensation Flood Friday June 19
- Meeting room Flood Wed July 1
Backed up drain, Water in Elevator, Asbestos testing, demolition and repair
- Air Duct Cleaning
- Jeanne Comstock Memorial Gift
- Winston and Strawn Charter letter
- Review and adopt town's Covid-19 policies
- Reopening considerations and timeline
Plexiglass
Masks requirement
- Friends Annual Booksale- possibly scheduled outdoors

Communications

Next scheduled meetings: August, TBD. Wednesday, September 2 All meetings at 5 p.m. unless otherwise specified.

Motion to adjourn