



PROPOSED MEETING AGENDA

140 Worcester Street, West Boylston, Massachusetts 01583

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

Library Trustees
Board / Committee Name

November 1, 2019
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, November 5, 2019 at 7:00 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.

Est. Start	AGENDA	TOPIC
7:00		Convene
7:05		Consider approval of Minutes from September 10, 2019 and October 8, 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- October 31, 2019 <ul style="list-style-type: none"> • Acceptance of the Report of the Library Director for activities in October
7:25		Old Business <ul style="list-style-type: none"> • Building projects: Boiler Consultant, Memorial Garden, Tank Alert, EIFS repairs, Heat switchover & Fan coil unit repairs, Chimney repair, Painting project • Job Descriptions • Volunteer policy • Vote to amend Bylaws
7:45		New Business <ul style="list-style-type: none"> • Air Duct Cleaning • Change date for Staff Meeting December 13 8:30 AM
7:55		Trustee Reports and Requests
8:00		Communications Open Meeting Law Regional Training Workshop: Wednesday, November 20, 2019 Southborough Senior Center 9 Cordaville Road, Southborough, MA 01772 5:30-7:30 PM

Next scheduled meeting: Tuesday, December 8. Time to be determined.
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