



PROPOSED MEETING AGENDA

140 Worcester Street, West Boylston, Massachusetts 01583

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

Library Trustees	January 4, 2019
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, January 8 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.

AGENDA

Start **TOPIC**

7:00 Convene

7:05 Consider approval of December 2018 meeting minutes, as available

7:15 Reports

- Financial statements: Municipal appropriations status reports for July 1, 2018- December 31, 2018
- Acceptance of the Report of the Library Director for activities in December

7:45 Old Business

- Boilers- No news
- Job description classification update
- Endowment Event Update – April 5, DQ fundraiser April 9 5-8 PM
- Building Maintenance update: \$2,320.25 remaining in account
Update on projects, EIFS, Woodpeckers, American Alarm, heaters in Newton St. Vestibule
- Budget 2020

8:05 New Business

- Discussion and vote on Library Annual Report 2018 due March 1
- FINCOM and BOS Liaison
- Town has new Annual Review Form
- Fines Policy Review

8:35 Trustee Reports and Requests

8:40 Communications

- Library Legislative Day March 5- Legislative Agenda
- Trustee handbook updated available on MBLC website
- Discussion about April 9 meeting date
- Town Administrator last day Jan 9

Next scheduled meetings : February 5, March 5, April 9, May 7, June 5

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