J. V. FLETCHER LIBRARY BOARD OF TRUSTEES
MEETING AGENDA
Monday, January 7, 2019; 7PM
J. V. FLETCHER LIBRARY – Story Hour Room

I. Call to Order [4 seconds]

II. Signing of Trust Fund Warrants [5 minutes]

III. Approval of Minutes [5 minutes] [Bolded minutes in packet]  VOTE
   A. December 3, 2018

IV. Acceptance of Treasurer’s Quarterly Report [0 minutes]

V. Report of the Director [10 minutes]  VOTE
   A. Warrant Review and Approval  VOTE
      1. Warrants Numbered: 19-24 thru 19-27
   B. LSTA Grant Update:
   C. MPLCP Grant Update: MBLC Bond Advocacy

VI. Report of Committees [5 minutes]
   A. Trustee Information Exchange:
      1. Incumbents indicate Candidacy

VII. Communications [10 minutes]
   A. Correspondence to Governor Baker re: MPLCP
   B. Correspondence to Representative Arciero re: MPLCP
   C. Correspondence from MBLC re: first State Aid to Public Libraries Awards
   D. Gift Correspondence to AA Group
   E. Severance Correspondence to Junghanss
   F. MAR and Materials Requirement Memo to Finance Director and Town Manager
   G. Memorial Correspondence to Patrick Mulligan
   H. Letter from Governor’s Office
   I. Thank you Note from Butler

VIII. Unfinished Business [0 minutes]

IX. New Business [15 minutes]  SECOND READING
   A. DRAFT Policy on Hate Speech

X. Announcements [5 minutes]
   A. Friends’ Liaison Report (Fleckner)
   B. Note upcoming important dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Meeting Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 4, 2019</td>
<td>7:00 PM</td>
<td>Full Board</td>
</tr>
<tr>
<td>March 4, 2019</td>
<td>7:00 PM</td>
<td>Full Board</td>
</tr>
<tr>
<td>March 23, 2019</td>
<td>10:00 AM</td>
<td>Annual Town Meeting</td>
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XI. Adjournment [3 seconds]
KC/edr
FRONT ATTACHMENTS:
→ Trustee Board Meeting Dates FY19
→ Trustee Board Calendar
→ Trustee Goals FY19

REAR ATTACHMENTS:

- REPORTS/POLICIES:
  - MBLC FY2020 Legislative Agenda
- PUBLICITY RELEASES:
  - U.S. Global Engagement and the Military
  - Adult Nonfiction Book Club: *The Professor and the Madman*
  - Student Tuition Payment Plan
  - Monthly Knitting Group!
  - Perfume Making with Essential Oils
  - English Conversation Circle
  - Ukulele Strum Along
  - An Evening with President James Madison
  - Mystery Monday Book Club: *A Gentleman in Moscow*
  - Cookbook Book Club: *Indian Cooking Unfolded*
  - Adult Book Discussion Group: *Hidden Figures*
  - January Westford Job Seekers Network Flyers

- PLANNING DOCUMENTS:
- LSTA GRANT DOCUMENTS:
- MPLCP GRANT DOCUMENTS:
- MISCELLANEOUS:
  - Using Outlook Web Access