



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES VIRTUAL MEETING AGENDA
Monday, January 10, 2022; 7:00PM**

Meeting Will be Held Virtually and Recorded – call in and listen on any phone [landline or cellphone] by dialing: 1 646 558 8656 US (New York); Meeting ID: 898 7542 5842 Password: 352014

I. Call to Order and Identification of Members Present per OML; all votes roll call [4 seconds]

II. Signing of Trust Fund Warrants [5 minute review]

A. Warrants Processed for Approval:

WARRANT # 22-31 TE	WARRANT DATE:	1/27/22
LIBRARY TRUSTEES FUND, ACCT. # 672		\$340.00
ALL PURPOSE TRUST FUND, ACCT. # 673		\$0.00
LIBRARY BOOK FUND, ACCT. # 674		\$400.00
LECTURE TRUST FUND, ACCT. # 675		\$0.00
J. V. FLETCHER LIB. TRUST, ACCT. # 676		\$0.00
EDR CONT. EDUC. TRUST FUND, ACCT. # 677		\$254.00
BENEFACTORS TRUST FUND ACCT. #678		\$0.00
TOTAL EXPENDITURES UNDER WARRANT # 22-31 TE		\$994.00

III. Approval of Minutes [10 minutes] [Underlined minutes in packet] VOTE

A. December 6, 2021 draft

IV. Acceptance of Treasurer’s Quarterly Report [None]

V. Report of the Director [15 minutes] VOTE

A. Warrant Review and Approval

1. Warrants Numbered: 22-24 – 22-27

B. MPLCP Grant Prompt - #5 on WAITLIST: [within 6 months of Provisional Award announcement from MBLC]:

- | | |
|--|--|
| 1. Accessibility Board submittal by FAA | 2. Formal Internal Town Review Process |
| 3. Re-estimate Costs w/Capital funds | 4. Board of Selectmen Vote to put Debt Exclusion on Ballot |
| 5. Confirm Town Meeting and Ballot Debt Exclusion Question dates | |

VI. Report of Committees [5 minutes]

A. Trustee Information Exchange:

VII. Communications: [10 minutes]

- A. MBLC Email re: potential suspension of OPEN HOURS REQUIREMENT at January 6, 2022 meeting
- B. MBLC Email re: second round of State Aid Award – partial payment [Westford included]
- C. MBLC Email re: MPLCP Waitlist
- D. Correspondence-Hiring: Lawrence Bentley
- E. Correspondence-Hiring: Lisa Navarro
- F. Correspondence-Thank You: to Barbara Alevras
- G. Correspondence-Thank You: to Facilities Department
- H. Correspondence-Thank You: to Library Staff from Patron [with Gift Certificates]





- I. Correspondence-Thank You: to Library Staff from Patron [with Donation]
- J. Correspondence-Thank You: Office Manager Amy Spadano

VIII. Unfinished Business [20 minutes]

- A. COVID and Operational update
- B. Discuss services in abeyance due to COVID: VOTE
 - 1. Meeting Room Usage [Nashoba Valley Photography Club]
 - 2. In-house Volunteer Program

IX. New Business [10 minutes]

- A. Incumbents Diercks and Secor announce Candidacy Intentions
- B. Finance Committee Budget Book Submittal VOTE
- C. Review MAR and Materials Requirement for FY22 prior to ATM Warrant deadline
- D. Saturday Closures, 2022: VOTE
 - 1. July 2, 2022
 - 2. December 24, 2022

X. Announcements [5 minutes]

- A. Friends' Liaison Report [Fleckner]
- B. Schedule Safety Deposit Signatures and Inventory [Defer]
- C. Upcoming Meeting Schedule:

January 7, 2022	11:00AM	Building Tour
January 10, 2022	7:00PM	Full Board
February 7, 2022	7:00PM	Full Board
March 7, 2022	7:00PM	Full Board

- D. COI [Conflict of Interest]: Fleckner; CORI Renewal certificate

XI. Adjournment [3 seconds]

AH/edr

Articles:

- ALA Opposes Widespread Efforts to Censor books...
- MBLC Legislative Agenda FY23

Attachments:

- Annual Town Meeting Timeline
- Winter/Spring Storytime 2022
- Kids Book Clubs and Programs
- Make & Take Crafternoon: *January 10*
- Virtual Qigong
- Adult Non-Fiction Book Club: Range
- Virtual Beatrix Potter
- Monday Mystery Book Club
- Adult Book Club
- Westford Job Seekers Network: *JANUARY*

