



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES
MEETING AGENDA
Monday, February 3, 2020; 7:00PM
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**] [Bolted minutes in packet] **VOTE**
 - A. **January 6, 2020**
- IV. Acceptance of Treasurer’s Quarterly Report [**5 minutes**] **VOTE**
- V. Report of the Director [**10 minutes**] **VOTE**
 - A. Warrant Review and Approval **VOTE**
 - 1. Warrants Numbered: **20-28 thru 20-31**
 - 2. Director’s Reimbursement Approval
 - B. MPLCP Grant Prompt - #8 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: [**0 minutes**]
- VIII. Unfinished Business [**10 minutes**]
 - A. Strategic Planning Process:
 - 1. Focus Group attendees’ names
 - B. Board Candidacy Update
- IX. New Business [**10 minutes**]
 - A. Mid-year Review of Trustee Goals
- X. Announcements [**5 minutes**]
 - A. Friends’ Liaison Report (Hillam)
 - B. Note upcoming important dates:

February 7, 2020	8:00am	Legislative Breakfast, Groton Public Library
Feb. 7 – 9, 2020		Friends Book Sale
March 2, 2020	7:00pm	Full Board
March 5, 2020	7:00pm	Joint Friends and Trustees SOAR Planning Exercise
March 28, 2020	10:00am	Annual Town Meeting, Abbot School
April 2, 2020	All Day	Library Legislative Day: State House
April 6, 2020	7:00pm	Full Board

- XI. Adjournment [**3 seconds**]
GS/edr





FRONT ATTACHMENTS:

- Trustee Board Meeting Dates FY20
- Trustee Goals FY2020
- Trustee Board Calendar

REAR ATTACHMENTS:

- REPORTS/POLICIES:
- PRESS RELEASES:
- PROGRAM FLIERS [Juvenile, Tween/Teen & Adult in Date Order]:
 - **February Book Sale**
 - **Mr. Vinny's Shadow Puppet Show**
 - **Frozen Party with Elsa**
 - **Dr. Seuss Birthday Party!**
 - **Beginner's Chess with Glenn Davison**
 - **Teens & Tweens Rubber Duckie Soap**
 - **Teens & Tweens One Up Games**
 - English Conversation Circle
 - Link to Literacy
 - Adult Nonfiction Book Club: **A Truck Full of Money**
 - Monthly Knitting Group!
 - **Tea from your Garden**
 - Cookbook Book Club 2020: **Bigger Bolder Baking**
 - **How to Pay the College Bill**
 - **Ukulele Strum Along!**
 - Adult Book Club Reading List
 - Mystery Monday Reading List
 - Westford Job Seekers Network Fliers: **February**
 - **Winter/Spring 2020 Town wide Mailer**
- STRATEGIC PLANNING DOCUMENTS:
 - Notes
- MPLCP GRANT DOCUMENTS:
- MISCELLANEOUS:
 - Legislative Breakfast Invitation: Groton Public Library

