



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES
MEETING AGENDA
Monday, February 4, 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. **January 7, 2018**
- IV. Acceptance of Treasurer’s Quarterly Report [**10 minutes**] **VOTE**
- V. Report of the Director [**10 minutes**] **VOTE**
 - A. Warrant Review and Approval **VOTE**
 - 1. Warrants Numbered: **19-28 thru 19-32**
 - B. LSTA Grant Update:
 - C. MPLCP Grant Update: MBLC Bond and Ceiling Advocacy
- VI. Report of Committees [**5 minutes**]
 - A. Trustee Information Exchange:
- VII. Communications [**10 minutes**]
 - A. Email to Town Manager regarding Town Center Planning Committee
 - B. Email to Permanent Town Building Committee (PTBC) and Selectmen Hazelton and Almeida
 - C. Thank you Correspondence to Christine Robinson
 - D. Legislative Correspondence to Senator Kennedy re: MPLCP
 - E. Memorial Correspondence to Patrick Mulligan (2)
 - F. Memorial Correspondence to Gail Kenyon
- VIII. Unfinished Business [**0 minutes**]
- IX. New Business [**15 minutes**]
 - A. Tender names of representatives to the Town Center Planning Cmttee **VOTE**
 - B. Policy on Leaves [addressed in contract & Town policy] **VOTE TO RESCIND**
- X. Announcements [**5 minutes**]
 - A. Friends’ Liaison Report (Fleckner)
 - B. Note upcoming important dates:

March 4, 2019	7:00 PM	Full Board
March 23, 2019	10:00 AM	Annual Town Meeting
April 1, 2019	7:00 PM	Full Board

XI. Adjournment [**3 seconds**]

KC/edr

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FRONT ATTACHMENTS:

- Trustee Board Meeting Dates FY19
- Trustee Board Calendar
- Trustee Goals FY19

REAR ATTACHMENTS:

- REPORTS/POLICIES:
 - Gov. Baker Announces FY2020 Budget Recommendation
- PUBLICITY RELEASES:
 - Gerald & Piggy Party
 - Harry Potter Book Night
 - Playful Engineers
 - Celebrating Hogwarts School of Witchcraft & Wizardry
 - Traveling Tween Makerspace & Teen Bollywood Dance
 - Teens & Tweens Make and Take Mondays
 - Winter 2019 Town wide Events Mailing
 - Green Burials
 - Adult Nonfiction Book Club: ***Seinfeldia***
 - Monthly Knitting Group!
 - English Conversation Circle
 - Ukulele Strum Along
 - Mystery Monday Book Club: ***Sworn to Silence***
 - Cookbook Book Club: ***Ciao Italia***
 - Adult Book Discussion Group: ***The War I Finally Won***
 - **February** Westford Job Seekers Network Flyers
- PLANNING DOCUMENTS:
- LSTA GRANT DOCUMENTS:
 - January 2019 Booktalk with Kristina and Mayleen
- MPLCP GRANT DOCUMENTS:
 - Handouts to PTBC and BOS
- MISCELLANEOUS: