



J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MEETING AGENDA
Monday, March 1, 2021; 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: 847 8996 7361 Password: 613725

I. Call to Order and Identification of Members Present per OML [4 seconds]

II. Signing of Trust Fund Warrants [5 minutes] VOTE

A. Warrants Processed for Approval: None

WARRANT # 21***-TE	WARRANT DATE: ***/**/21
LIBRARY TRUSTEES FUND, ACCT. # 672	\$00.00
ALL PURPOSE TRUST FUND, ACCT. # 673	\$0.00
LIBRARY BOOK FUND, ACCT. # 674	\$0.00
LECTURE TRUST FUND, ACCT. # 675	\$0.00
J. V. FLETCHER LIB. TRUST, ACCT. # 676	\$0.00
EDR CONT. EDUC. TRUST FUND, ACCT. # 677	\$0.00
BENEFACTORS TRUST FUND ACCT. #678	\$0.00
TOTAL EXPENDITURES UNDER WARRANT # 21***TE	
	\$00.00

III. Approval of Minutes [5 minutes] [Underlined minutes in packet] VOTE

A. January 4, 2021 draft; February 1, 2021 draft

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

V. Report of the Director [15 minutes]

A. Warrant Review and Approval VOTE

1. Warrants Numbered: 21-33 thru 21-35 VOTE

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 [10 minutes]

A. Trustee Information Exchange:

VII. Communications: [10 minutes]

- A. Thank you correspondence to Sen. Edward J. Kennedy
- B. Finance Committee Budget Review Timeline
- C. Air Quality Report: J. V. Fletcher Library

VIII. Unfinished Business [5 minutes]

- A. Strategic Planning Project: Update and Timeline – Meeting with Consultant?
- B. FY22 Budget Review with Finance Committee – posted meeting



IX. New Business [15 minutes]

- A. Mid-Year Trustee Goal Review
- B. Request to approve closure: Saturday, July 3, 2021

X. Announcements [10 minutes]

A. Friends' Liaison Report (Hillam) [5 minutes]

April 1, 2021	TBD PM	Finance Committee Budget Review
April 5, 2021	7:00PM	Full Board
April 8, 2021	10:00AM	Library Legislative Day – Metrowest and North

XI. Adjournment [3 seconds]

GS/edr

Attachments:

- MBLC Legislative Agenda FY22
- Top 5 Reasons You Should Care about the MBLC Legislative Agenda
- MBLC Fact Sheet
- Strategic Planning Project Flowchart
- Children's and Teen/Tween Programs
- Virtual Beans, Bestsellers and Books
- Virtual English Conversation Circle
- Adult Book Club
- Westford Job Seekers – March
- Town wide Events Mailer: WINTER

