



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES  
MEETING AGENDA  
Monday, March 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. **February 4, 2019**
- IV. Acceptance of Treasurer’s Quarterly Report [**10 minutes**] **VOTE**
  - A. Approve revision
- V. Report of the Director [**10 minutes**] **VOTE**
  - A. Warrant Review and Approval **VOTE**
    - 1. Warrants Numbered: **19-32 thru 19-35**
  - B. LSTA Grant Update:
  - C. MPLCP Grant Update: Legislative Breakfast & Legislative Day
- VI. Report of Committees [**5 minutes**]
  - A. Trustee Information Exchange:
    - 1. Trustee Candidates
    - 2. MA Library Trustee Institute
- VII. Communications [**10 minutes**]
  - A. Hire letter: Jennifer Hamilton
  - B. Gift Correspondence to Luke Morgan
- VIII. Unfinished Business [**10 minutes**]
  - A. FY20 Library Budget defense for ATM
- IX. New Business [**15 minutes**]
  - A. Power Outage Policy revision **VOTE**
  - B. Library Bill of Rights revision **VOTE**
- X. Announcements [**5 minutes**]
  - A. Friends’ Liaison Report (Fleckner)
  - B. Note upcoming important dates:

|                |          |   |
|----------------|----------|---|
| March 5, 2019  | All Day  | Library Legislative Day, State House    |
| March 23, 2019 | 10:00 AM | Annual Town Meeting                     |
| April 1, 2019  | 7:00 PM  | Full Board                              |
| April 27, 2019 | Day-long | MA Library Trustee Institute, Worcester |

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:
- PUBLICITY RELEASES:
  - Standard Book of Spells (Hogwarts)
  - Meet and Greet with 4H & Cavy Club
  - Teen Tech Ozobots
  - Teens & Tweens Make & Take Mondays
  - Monday Mystery Book Club 2019
  - Adult Book Discussion Club 2019
  - Adult Nonfiction Book Club: ***My Life in France***
  - Monthly Knitting Group!
  - English Conversation Circle
  - Ukulele Strum Along
  - Cookbook Book Club: ***Art of the Pie***
  - Votes for Women
  - Adventures in Seed Saving
  - Breaking Science: Vaccines
  - Softer Side of Celtic
  - **March** Westford Job Seekers Network Flyers
- PLANNING DOCUMENTS:
- LSTA GRANT DOCUMENTS:
  - iPad Reader Advisory Resources
- MPLCP GRANT DOCUMENTS:
  - Revised June 16, 2016 Strategic Planning Retreat PowerPoint
- MISCELLANEOUS:
  - Trustee Pocket Guide