



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES  
VIRTUAL MEETING  
AGENDA**

**Monday, March 6, 2023; 7:00PM**

**All members of the public are invited to a ZOOM meeting; options available to access the Board of Library Trustees Meeting virtually:**

- Register in advance or at any time prior to the conclusion of this meeting by accessing the following link your computer, smartphone or tablet:
- [https://westfordma.gov.zoom.us/webinar/register/WN\\_dwyw8jiiT82pT185-zoEEg](https://westfordma.gov.zoom.us/webinar/register/WN_dwyw8jiiT82pT185-zoEEg)
- Registration requires only that you provide a name and E-mail address. After registering, you will receive a confirmation email containing information about joining the meeting; you will be provided with immediate access if the meeting is already in progress.

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

**II. Signing of Trust Fund Warrants [None]**

**A. Warrants/Deposits Processed for Approval:**

**VOTE**

WARRANT # 23-37TE		WARRANT DATE: 3/16/23
LIBRARY TRUSTEES FUND, ACCT. # 672		\$0.00
ALL PURPOSE TRUST FUND, ACCT. # 673		\$78.75
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/DEPOSITS UNDER WARRANT # 23- 37TE		\$78.75

**III. Approval of Minutes [10 minutes] [Underlined minutes in packet] VOTE(S)**

**A. February 6, 2023; February 13, 2023 drafts**

**IV. Acceptance of Treasurer's Quarterly Report [0 Minutes]**

**V. Report of the Director [15 minutes]**

**VOTE**

**A. Warrant Review and Approval**

**1. Warrants Numbered: 23-32– 23-35**

**VOTE**

**VI. Report of Committees [5 minutes]**

**A. Trustee Information Exchange:**

**VII. Communications: [10 minutes]**

- A. CORRESPONDENCE, PERSONNEL: Dibble Termination Letter**
- B. CORRESPONDENCE: Appeal to MBLC to Support Legislative Funding for MPLCP Libraries**
- C. CORRESPONDENCE re: LIBRARY OF THINGS: Recycling Committee and Sustainability Coordinator**

**VIII. Unfinished Business [15 minutes] –**

**A. Massachusetts Public Library Construction Project (MPLCP) Grant Update**

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1. CORRESPONDENCE: Addition to Treasurer's packet for Bond Agency
2. Monthly Reports to MBLC via AMPLIFUND:
  - a. January 2023

IX. New Business [20 minutes]

- A. Trustee Incumbents indicate candidacy intentions [cont.]
- B. Policy on Conference Attendance — revision
- C. Meeting Room Policy — revision
- D. Meeting Room Reservation Request Form — revision
- E. John Wagner Computer Room Policy — DELETE
  - a. See *Policy on Naming and Recognition* for reference

VOTE  
VOTE  
ADVISE  
VOTE

X. Announcements [5 minutes]

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

March 15, 2023		Deadline to Submit Nomination Papers
March 25, 2023	10:00 AM	Annual Town Meeting, WA Gymnasium
March 31, 2023		Extension of Virtual Open Meetings ends
April 3, 2023	7:00 PM	Full Board
- D. COI [Conflict of Interest]: Mandatory Email from state

XI. Adjournment [3 seconds]

MCF/edr

Articles:

- Adult Non-Fiction Book Club: Energy: A Human History by Richard Rhodes
- Adult Monday Mystery Book Club: The Bone Code by Kathy Reichs
- Adult Book Club: Galileo's Daughter by Dave Sobel
- ADULT: VIRTUAL Travels Through Ireland
- YA: Tiny Art Show Reception
- YA: Choose Your Own Crafternoon

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at <https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT. If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact the Library administration at 978-399-2312 or email to [erainville@westfordma.gov](mailto:erainville@westfordma.gov).