



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

**Monday, May 1, 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\\_7u\\_LI3FhRF-1UuOpxURJWg](https://westfordma-gov.zoom.us/webinar/register/WN_7u_LI3FhRF-1UuOpxURJWg)
- 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.

**GUEST:** Candidate Caroline Roache

**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-***TE		WARRANT DATE: 5/***/23
LIBRARY TRUSTEES FUND, ACCT. # 672		\$0.00
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/DEPOSITS UNDER WARRANT # 23- ***TE		\$0.00

**III. Approval of Minutes [10 minutes] [Underlined minutes in packet]**

**VOTE(S)**

**A. April 3, 2023; April 24, 2023 Jt. Meeting drafts**

**IV. Acceptance of Treasurer's Quarterly Report [10 Minutes]**

**VOTE**

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

**VOTE**

**A. Warrant Review and Approval**

**1. Warrants Numbered: 23-39– 23-43**

**VOTE**

**VI. Report of Committees [10 minutes]**

**A. Trustee Information Exchange:**

**1. Recognition of Trustee Price**

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

- A. CORRESPONDENCE, MPLCP: Contract to CHA Consulting
- B. CORRESPONDENCE, MEMORIAL: Jaworski Family
- C. CORRESPONDENCE, MBLC STATE AID: Memo re: 2<sup>nd</sup> State Aid Payment
- D. CORRESPONDENCE, PERSONNEL: Otto Termination Letter
- E. CORRESPONDENCE, TRUSTEE: Price Acknowledgement of Retirement from Board



VIII. Unfinished Business [10 minutes] –

- A. Massachusetts Public Library Construction Project (MPLCP) Grant Update
  - 1. Monthly Reports to MBLC via AMPLIFUND:
    - a. March 2023

IX. New Business [10 minutes]

- A. Library CORI Policy revision (update) VOTE
- B. Young Adult Advisory Board (update) VOTE
- C. Policy on Guidelines for Interactions with Minors (update) VOTE
- D. Staff/Attendee Program Ration (update) VOTE
- E. Network Transfer & Inter-Library Loan Policy *FIRST READING*
- F. Library Graphics/Signage/Poster/Banner/Sticker/Flag/Button etc. Policy *SECOND READING*

X. Announcements [5 minutes]

- A. Friends' Liaison Report [Rainville]
- B. Foundation Report [Rainville]
- C. Upcoming Meeting Schedule:

June 5, 2023	7:00 PM	Full Board REMOTE PARTICIPATION MEETING
July 10, 2023	7:00 PM	Full Board REMOTE PARTICIPATION MEETING

- D. COI [Conflict of Interest]: Mandatory Email from state

XI. Adjournment [3 seconds]

MCF/edr

Program Attachments:

- ADULT Non-Fiction Book Club: Being Mortal by Atul Gawande
- ADULT Monday Mystery Book Club: The Maid by Nita Prose
- ADULT Book Club: Fuzz: When Nature Breaks the Law by Mary Roach
- ADULT: 50 Hikes
- CHILD: Apple Blossom Parade Entry May 13 – Be A READasaurus
- YA: Animanga Club
- YA: J. V. Fletcher Library Lounge
- YA: Sharpie Art 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).

