



J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MEETING AGENDA
Monday, June 7, 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: 830 6994 6880 Password: 777994

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

II. Signing of Trust Fund Warrants [None]

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		\$0.00

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

A. May 3, 2021 draft; May 26, 2021 draft

IV. Acceptance of Treasurer’s Quarterly Report [NONE]

V. Report of the Director [15 minutes]

A. Warrant Review and Approval VOTE

1. Warrants Numbered: 21-45 thru 21-49 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 [5 minutes]

A. Trustee Information Exchange:

VII. Communications: [10 minutes]

- A. Correspondence – Complimentary – outdoor Mother Goose
- B. Correspondence – Complimentary – ABC & Me Program
- C. Correspondence – Complimentary – ABC & Me Program
- D. Correspondence – Complimentary – Grab and Go Book Bundles
- E. Correspondence – Complimentary – Virtual Cooking and Cross Country Reading
- F. Correspondence – Complaint – Re-opening Timeline
- G. Correspondence –Westford Clean Energy and Sustainability Committee
- H. Correspondence – MBLC Update on Resuming Awarding of MPLCP Grants





VIII. Unfinished Business [20 minutes]

- A. Strategic Planning Project:
 - 1. Strategic Plan FY23-25 FINAL VOTE
 - 2. Annual Action Plan FY23 FINAL VOTE
- B. Approve Employment Contracts FY22-FY24: Director; Asst. Director VOTE

IX. New Business [20 minutes]

- A. Election of Officers VOTE
- B. Vote to Affirm Membership in MVLC Network per Governance Agreement VOTE
- C. Volunteer Policy revision *First Reading*
- D. Westford Museum Historical Loan Request VOTE

X. Announcements [10 minutes]

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

June 12, 2021	9:00 AM	Annual Town Meeting, Trustees Field, Westford Academy
July 12, 2021	7:00 PM	July Trustee Meeting Full Board; REMOTE PARTICIPATION

XI. Adjournment [3 seconds]

GS/edr

Attachments:

- Curbside Inside
- Summer Reading Programs: Tails and Tales
- VIRTUAL Adult Non-Fiction Book Club
- Adult Book Club
- VIRTUAL The Cooking Gene
- VIRTUAL English Conversation Circle
- VIRTUAL Musical Baseball Show
- VIRTUAL Ten Warning Signs of Alzheimer's
- VIRTUAL An Evening with Nate Marshall
- Mystery Book Club
- Westford Job Seekers – June 30

