



J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MEETING AGENDA
Monday, July 13, 2020; 7:00PM

Meeting Will be Held Virtually – call in and listen on any phone [landline or cellphone] by dialing: 1 646 558 8656 US (New York); Meeting ID: 825 3827 3426 Password: 249135

- I. Call to Order [4 seconds]
- II. Signing of Trust Fund Warrants [10 min. - itemized below] VOTE
 - A. Warrants Processed for Approval:
 - 1. Pay Rainville (Custodian of Petty Cash) \$210.09 from TRUSTEE TRUST FUND #672
- III. Approval of Minutes [5 minutes] [Underlined minutes in packet] VOTE
 - A. June 1, 2020
 - 1. Pandemic Reports 5.1.20; 5.8.20; 5.15.20; 5.22.20 to be appended to June 1, 2020 minutes
- IV. Acceptance of Treasurer’s Quarterly Report [10 minutes] VOTE
 - 1. Fourth Quarter FY20 and Final Year Summary
- V. Report of the Director [10 minutes] VOTE
 - A. Warrant Review and Approval VOTE
 - 1. Warrants Numbered: 20-50 thru 20-55
 - 2. Quadient Postal Meter Contract Renewal Approval VOTE
- VI. Report of Committees [10 minutes]
 - A. Trustee Information Exchange:
- VII. Communications: [20 minutes]
 - A. MBLC Massachusetts Public Library Construction Project update as of July 9 MBLC meeting [oral report]
 - B. Yearend Memo to Town Accountant: Encumbrances and Closeouts FY20
 - C. Yearend Memo to Town Accountant: FIXED ASSETS FY20
 - D. Correspondence from Patron L. Wieselquist
 - E. Thank you correspondence to Hajo Koester
- VIII. Unfinished Business [0 minutes]
- IX. New Business [30 minutes]
 - A. Election of Officers [3] and Appointment of Trustee Liaisons and Signatories VOTE

Chair	
Treasurer	
Secretary	
Friends Liaison [APPT.]	
Foundation Liaison [APPT.]	

- B. RE-OPENING PHASE 3: Service, Operations and Re-opening Plan VOTE
- C. Affirm Annual Membership in Merrimack Valley Library Consortium (MVLC) VOTE



D. Vote to allow surplus books to be donated to Friends of the J. V. Fletcher Library, Inc. per MGL 30B, S.15 (g) VOTE

X. Announcements [5 minutes]

A. Friends' Liaison Report (Hillam) [ZOOM Meeting July 30]

August 10, 2020	7:00PM	Aug. Meeting Full Board; Approve FY22-FY24 Budgets due 8/***; Approve Capital Budget due 8/***
September 14, 2020	7:00PM	Sept. Meeting Full Board; Approve Annual Town Reports due 9/***; Set Board FY21 Goals
September 28, 2020	6:30PM	Full Board; Approve ARIS Report due MBLC 10/2; Approve State Aid Financial Report due MBLC 10/2; Board collaborates on Director's Performance Review
October 26, 2020	6:45PM	Special Town Meeting until Adjourned

XI. Adjournment [3 seconds]

GS/edr

Attachments: WJSN JULY Fliers