



# Town of Wilbraham Meeting Notice

Committee Name: Library Board of Trustees

Date of Meeting: **Tuesday, October 15, 2019**

Time of Meeting: **5:30 p.m.**

Location of Meeting: Brooks Room, Library

Posted by: Karen Demers

Date of posting: October 8, 2019

Please note that Saturday, Sunday or holidays do not count in the 48 hour requirement. MGL 30A, s18-25

## Meeting Agenda:

Call to order

Approval of Minutes

Chairman's report

Library Director's report

- Upcoming programs
- Staff training – Friday October 4<sup>th</sup>, 9:00-12:00
- Policy review schedule
- Loft and adults policy discussion
- Quarterly Financial reports
- Meeting with Sam
- Holiday hours/Closing for staff training
- FY2021 Budget preparation

Friends report

Buildings/Renovations

- Brooks Room HVAC
- Painting follow-up
- Progress on quotes for First Floor project
- StoryWalk update
- Director's door

LIFT

- Status of account/future fundraising
- Recent donations
- Files

Miscellaneous/unforeseen events

Next meeting is Tuesday, November 19, 2019, 5:30 p.m.