

Board of Trustees of the Williamsburg Libraries
Monday, 18 December 2017, 7:00 pm
Hawks-Hayden Community Room, Meekins Library, Williamsburg, MA

Agenda

1. Call to order
2. Minutes
 - a. Designate recorder: Cynthia Joan Jon Charlotte Rob
 - b. Review draft minutes of November 20 meeting (Joan)
3. Director's report (Katie)
 - a. School program news and updates
 - b. Friends news and updates
 - c. Other library news
4. Financial reports (Katie)
 - a. Annual fund update (Katie)
 - b. Overall budget
5. Old business
 - a. Meekins repair projects: cheek walls, masonry repairs, old walkway replacement, book drop repair, attic insulation (Jon, Rob)
 - b. Haydenville repair projects (Jon, Rob)
 - c. Annual campaign: plan next steps, donor acknowledgement
 - d. Greta Carey project: review progress, set date and invitees for January planning meeting
6. New business
 - a. Vote to surplus or not surplus old copier
 - b. Vote to keep or not keep copies of minutes on library website
 - c. Holiday celebration
7. Next meeting date: Tuesday, January 16, 2017
8. Adjourn