

**Williamsburg Board of Library Trustees**

Tuesday, February 20, 2024, 7:00 pm

Hawks-Hayden Community Room, Meekins Library, Williamsburg, MA

Zoom details below (if required)

**Agenda**

1. Call to order
2. Minutes
  - a. Designate recorder: Charlotte Joan Todd Ken Kevin Anna
  - b. Review draft minutes of January 16 (Kevin)
3. Director's report
4. Friends news and updates
5. Financial reports
  - a. Review current budget reports
6. Old business
  - a. FY 25 budget
  - b. Capital planning requests
  - c. Annual Fund
  - d. Haydenville Library physical condition: ventilation project
  - e. Library Hours
  - f. Meekins and Haydenville Library grounds
  - g. Community Outreach
  - h. Endowment fund
  - i. Designate board representative for next Friends meeting
7. New business
  - a. Library Giving Day
8. Review action items from last meeting
9. Next meeting date: Monday, March 18
10. Adjourn

Zoom Info:

Join Zoom Meeting

<https://us02web.zoom.us/j/89859433986?pwd=UkdLdkdwTnAxRWRja1lOc3ZhQnJnQT09>

Meeting ID: 898 5943 3986

Passcode: 184183