**Williamsburg Board of Library Trustees**

Monday, October 16, 7:00 pm

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

**Agenda**

1. Call to order
2. Minutes
   1. Designate recorder: Charlotte Joan Todd Ken Kevin Anna
   2. Review draft minutes of September 18 (Kevin)
3. Director’s report
   1. Community connections
   2. Staff updates
   3. Programming
   4. Technology updates
   5. Maintenance and repair - building updates
   6. School program updates
   7. Director Continuing Education and activities
4. Friends news and updates
5. Financial reports
   1. Review current budget reports
6. Old business
   1. Annual campaign — set goal, assign tasks
   2. Policies
   3. Haydenville Library physical condition
   4. Meekins and Haydenville Library grounds
   5. Community Outreach
   6. Designate board representative for next Friends meeting
7. New business

a. Temporary closure of Haydenville Library

1. Review action items from last meeting
2. Next meeting date: Monday, November 20, 2023
3. Adjourn