

Board of Trustees of the Williamsburg Libraries
Monday, December 16, 2019, 7:00 pm
Hawks-Hayden Community Room, Meekins Library, Williamsburg, MA

Agenda

1. Call to order
2. Minutes
 - a. Designate recorder: Cynthia Pat Charlotte Ken Rob
 - b. Review draft minutes of November 18 meeting (Cynthia)
3. Director's report (Bev)
 - a. Community connections
 - b. Staff updates
 - c. Programming
 - d. Technology updates
 - e. School program updates
 - f. Friends news and updates
 - g. Other library news
4. Financial reports (Bev)
 - a. Annual fund status (goal \$18,500)
 - b. Current budget status
5. Old business
 - a. Maintenance and repair updates
 - i. Meekins outdoor furniture winter storage
 - ii. Meekins doorbell replacement
 - b. Annual campaign
 - i. donor outreach through email
 - ii. bookmarks
 - c. Long range plan
 - d. Ideal staffing plan
 - e. First Amendment 'audits' in MA libraries
 - f. Trustee representation at next Friends meeting
6. New business
 - a. LSTA grants
 - b. Library Director objectives
 - c. Library services for seniors
 - d. Other
7. Next meeting date: Tuesday, January 22
8. Adjourn