



J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MEETING AGENDA
Monday, January 4, 2021; 7:00PM

Meeting Will be Held Virtually and Recorded – call in and listen on any phone [landline or cellphone] by dialing: 1 646 558 8656 US (New York); Meeting ID: 834 0275 6948 Password: 280437

I. Call to Order and Identification of Members Present per OML [4 seconds]

II. Signing of Trust Fund Warrants [5 minutes]

VOTE

A. Warrants Processed for Approval:

WARRANT # 2129-TE		WARRANT DATE:	1/14/21
LIBRARY TRUSTEES FUND, ACCT. # 672	Amy Spadano (for Staff Recognition)		\$75.00
ALL PURPOSE TRUST FUND, ACCT. # 673			\$0.00
LIBRARY BOOK FUND, ACCT. # 674			\$0.00
LECTURE TRUST FUND, ACCT. # 675			\$0.00
J. V. FLETCHER LIB. TRUST, ACCT. # 676			\$0.00
EDR CONT. EDUC. TRUST FUND, ACCT. # 677			\$0.00
BENEFACTORS TRUST FUND ACCT. #678			\$0.00
TOTAL EXPENDITURES UNDER WARRANT # 2129-TE			\$75.00

III. Approval of Minutes [5 minutes] [Underlined minutes in packet]

VOTE

A. December 7, 2020 draft

IV. Acceptance of Treasurer’s Quarterly Report [0 minutes]

V. Report of the Director [15 minutes]

A. Warrant Review and Approval

VOTE

Warrants Numbered: 21-24 thru 21-27

VOTE

1. COVID Juvenile Remote Funding Legislation Expenditure Report
2. Permission to enact Quarantine Schedule based on local cases and positivity rate

B. MPLCP Grant Prompt - #8 on WAITLIST: [within 6 months of Provisional Award announcement from MBLC]:

- | | |
|--|--|
| 1. Accessibility Board submittal by FAA | 2. Formal Internal Town Review Process |
| 3. Re-estimate Costs w/Capital funds | 4. Board of Selectmen Vote to put Debt Exclusion on Ballot |
| 5. Confirm Town Meeting and Ballot Debt Exclusion Question dates | |

VI. Report of Committees [10 minutes]

A. Trustee Information Exchange:

VII. Communications: [10 minutes]

- A. Thank you from Sabata Lund
- B. Thank you from Casey Leon
- C. Thank you from MJ Lanum
- D. Thank you’s from Staff
- E. Thank you from Westford Job Seeker
- F. Memorial Book Correspondence: Fitzpatrick
- G. Memorial Book Correspondence: Kennedy



VIII. Unfinished Business [15 minutes]

A. Strategic Planning Project:

1. Review revised Strategic Plan Calendar through approval/submittal to MBLC
2. Discuss Strategic Plan Survey results/comments to date
3. Discuss Focus Group [2] Plans for Winter 2021

IX. New Business [20 minutes]

A. Policy on Sales – *Revision*

FIRST READING

B. Discussion of FY22 Budget issues

1. FY22 Budget Book Entry
2. Discuss Closeout Projection for FY21
3. Review impact of reduced hours or Materials budget on State Aid award

C. Review MAR and Materials Requirement for current FY21 [*postpone until February*]

D. Incumbents indicate candidacy intentions

X. Announcements [5 minutes]

A. Friends' Liaison Report (Hillam) [5 minutes]

January 20, 2021		Campaign Finance Report due Town Clerk
February 1, 2021	7:00PM	Full Board

XI. Adjournment [3 seconds]

GS/edr

Attachments:

- Children's Programs
- January Craft Bundle
- RockaBye Beats
- Mr. Vinny at Home
- English Conversation Circle
- Virtual Mind & Meditation
- Monday Mystery Book Club
- Westford Job Seekers - January

