



**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES  
MEETING AGENDA  
Monday, January 7, 2019; 7PM  
J. V. FLETCHER LIBRARY – Story Hour Room**

- I. Call to Order [**4 seconds**]
- II. Signing of Trust Fund Warrants [**5 minutes**]
- III. Approval of Minutes [**5 minutes**] [Bolded minutes in packet] **VOTE**
  - A. **December 3, 2018**
- IV. Acceptance of Treasurer’s Quarterly Report [**0 minutes**]
- V. Report of the Director [**10 minutes**] **VOTE**
  - A. Warrant Review and Approval **VOTE**
    - 1. Warrants Numbered: **19-24 thru 19-27**
  - B. LSTA Grant Update:
  - C. MPLCP Grant Update: MBLC Bond Advocacy
- VI. Report of Committees [**5 minutes**]
  - A. Trustee Information Exchange:
    - 1. Incumbents indicate Candidacy
- VII. Communications [**10 minutes**]
  - A. Correspondence to Governor Baker re: MPLCP
  - B. Correspondence to Representative Arciero re: MPLCP
  - C. Correspondence from MBLC re: first State Aid to Public Libraries Awards
  - D. Gift Correspondence to AA Group
  - E. Severance Correspondence to Junghanss
  - F. MAR and Materials Requirement Memo to Finance Director and Town Manager
  - G. Memorial Correspondence to Patrick Mulligan
  - H. Letter from Governor’s Office
  - I. Thank you Note from Butler
- VIII. Unfinished Business [**0 minutes**]
- IX. New Business [**15 minutes**]
  - A. DRAFT Policy on Hate Speech **SECOND READING**
- X. Announcements [**5 minutes**]
  - A. Friends’ Liaison Report (Fleckner)
  - B. Note upcoming important dates:

February 4, 2019	7:00 PM	Full Board
March 4, 2019	7:00 PM	Full Board
March 23, 2019	10:00 AM	Annual Town Meeting

- XI. Adjournment [**3 seconds**]  
KC/edr

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**FRONT ATTACHMENTS:**

- Trustee Board Meeting Dates FY19
- Trustee Board Calendar
- Trustee Goals FY19

**REAR ATTACHMENTS:**

- REPORTS/POLICIES:
  - MBLC FY2020 Legislative Agenda
- PUBLICITY RELEASES:
  - U.S. Global Engagement and the Military
  - Adult Nonfiction Book Club: ***The Professor and the Madman***
  - Student Tuition Payment Plan
  - Monthly Knitting Group!
  - Perfume Making with Essential Oils
  - English Conversation Circle
  - Ukulele Strum Along
  - An Evening with President James Madison
  - Mystery Monday Book Club: ***A Gentleman in Moscow***
  - Cookbook Book Club: ***Indian Cooking Unfolded***
  - Adult Book Discussion Group: ***Hidden Figures***
  - **January** Westford Job Seekers Network Flyers
- PLANNING DOCUMENTS:
- LSTA GRANT DOCUMENTS:
- MPLCP GRANT DOCUMENTS:
- MISCELLANEOUS:
  - Using Outlook Web Access