



J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MEETING AGENDA
Monday, May 3, 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: 873 0328 0656 Password: 047561

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: None

WARRANT # 21***TE	WARRANT DATE: ***/**/21
LIBRARY TRUSTEES FUND, ACCT. # 672	\$00.00
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 # 21***TE	
	\$00.00

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

A. April 1, 2021; April 5, 2021 drafts

IV. Acceptance of Treasurer’s Quarterly Report [10 minutes] VOTE

V. Report of the Director [15 minutes]

A. Warrant Review and Approval VOTE

1. Warrants Numbered: 21-40 thru 21-44 VOTE

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 [5 minutes]

A. Trustee Information Exchange:

VII. Communications: [10 minutes]

- A. Correspondence - Thank You – Westford Job Seeker landed
- B. Correspondence – Complimentary – Juvenile Browse Tent
- C. Incident Reports (2) on current reduced service level

VIII. Unfinished Business [15 minutes]

- A. Strategic Planning Project:
 - 1. Strategic Plan FY23-25 draft FIRST READING
 - 2. Annual Action Plan FY23 draft FIRST READING



B. Vote to renew/re-negotiate Employment Contracts FY22-FY24: Director; Asst. Director
[drafts to follow at June meeting] VOTE

IX. New Business [10 minutes]

- A. Authorize Expanded Adult Browsing [Adult Stacks & FA] VOTE
- B. Authorize use of parking lot and side lawn by First Parish Church United (FPCU) for Sunday, June 6, 2021 outdoor morning church service VOTE

X. Announcements [10 minutes]

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

May 4, 2021		Town Elections
June 7, 2021	7:00 PM	June Trustee Meeting Full Board
June 12, 2021	9:00 AM	Annual Town Meeting, Trustees Field, Westford Academy
July 12, 2021	7:00 PM	July Trustee Meeting Full Board

XI. Adjournment [3 seconds]

GS/edr

Attachments:

- Carnival of the Animals with Dream Ballet School
- DIY Kombucha with Grounded Goodwife
- Sheet Pan Meals with Liz Barbour
- Where Do We Go From Here? Why We Need Reparations for Black Americans [Partnered Program]
- Adult Non-Fiction Book Club
- Mystery Book Club
- Adult Book Club
- Virtual Beans, Bestsellers and Books
- Virtual English Conversation Circle
- Westford Job Seekers – May
- MBLC Legislative Agenda FY2022

