

Brooks Free Library Board of Trustees

Wednesday, Oct. 10, 2018 - 7 pm
Thornton Room, Brooks Free Library
739 Main St., Harwich MA 02645

Agenda

1. Call to Order/Attendance
2. Approval of Minutes of Sept.12, 2018
3. Public Comment
4. Reports:
 - A. Chairman
 - B. Library Director
 - C. Building & Grounds Committee
 - D. Liaison from Board of Selectmen
 - E. Friends of Brooks Free Library
5. Correspondence:
 - A. Invitation -Mass. Library Trustees Assn Annual Meeting – Sat., Nov. 17, Shrewsbury
6. Old Business:
 - A. Update on Exterior Preservation Project
 - B. Update on Trustee annual stipend process
7. New Business:
 - A. FY20-26 Capital Plan Submissions
 - B. Vote to Accept Donations
 - C. Proposed Revision to Gift Policy
 - D. Procurement Authority and Contracting Procedures
8. Trustee Reports and Requests for Next Meeting's Agenda
9. Upcoming Meetings/Events
 - A. Mass. Board of Library Commissioners' Trustee Workshop - Thurs., Oct. 11, 2018 - 6 to 8 pm at Eldredge Library, Chatham
 - B. Meeting with Capital Outlay Committee, Tues. Oct. 16 – 4:15 pm Town Hall
 - C. Library Board of Trustees –Wed., Nov.14, 2018 - 7 pm – Brooks Library
10. Adjournment

Authorized posting officer

Virginia A. Hewitt
Brooks Free Library

Posted by

Town Clerk's Office

Agenda submitted electronically to Town for posting. The full packet - Agenda, Minutes & Reports – will be available on the Trustee section of Town website, <http://www.harwich-ma.gov/brooks-free-library-board-of-trustees> and the Library website, <https://www.brooksfreelibrary.org/brooks-free-library-board-of-trustees> on the Friday preceding the meeting.

** Per the Attorney General's Office: Boards/Commissions may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following "New Business"*

If you are deaf or hard of hearing or are a person with a disability who requires an accommodation, contact the Library at 508-430-7562 or brooksfreelibrary@clamsnet.org.