

Brooks Free Library Board of Trustees

Wed., Aug. 14, 2019

Thornton Room, Brooks Free Library

739 Main St., Harwich MA 02645

Agenda

1. Call to Order/Attendance
2. Reorganization of the Board
3. Approval of Minutes of June 19, 2019
4. Public Comment
5. Reports:
 - A. Chairman
 - B. Library Director
 - C. Building & Grounds Committee
 - D. Liaison from Board of Selectmen
 - E. Friends of Brooks Free Library
6. Correspondence
7. Old Business:
 - A. Update on Strategic Planning Process
 - B. Update on Town Insurance Requirements for Goods and Service Contracts
8. New Business:
 - A. Review of actions taken during July 23, 2019 Tornado Emergency and discussion re: role of Library in response and recovery
 - B. Vote to Accept Donations
 - C. Vote to Designate Trustees with Signing Authority for bills and payroll
 - D. Request for FY20 Meeting Room Use
8. Trustee Reports and Requests for Next Meeting's Agenda
9. Upcoming Meetings/Events
 - A. Selectmen Annual Meeting with Non-Resident Taxpayers – Mon. August 12, 2019, 6:30 PM at Town Hall
 - B. Library Board of Trustees –Wed., Sept. 11, 2019 - 7 PM – Brooks Free Library
 - C. Library Board of Trustees –Wed., Oct. 9, 2019 - 7 PM – Brooks Free 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 posted on the Town website, www.harwich-ma.gov/brooks-free-library-board-of-trustees, and the Library website, 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.