

**FORBUSH MEMORIAL LIBRARY**  
**Board of Trustees**  
**AGENDA for MEETING of**  
**Tuesday, August 11, 2020, 5:00 PM**

RECEIVED  
2020 AUG -6 AM 9: 34  
TOWN OF WESTMINSTER

*Due to current ongoing conditions this meeting will be held remotely.  
Log-in information will be provided by calling 978-618-0421 prior to meeting.*

Call to Order, approval of Minutes of July 14, 2020

Correspondence:

Passing of Kristine Haney  
Donation has been received, \$500 from James Green

Director's Report:

Staff meeting discussion regarding re-opening  
Curb-side service requests holding steady  
250<sup>th</sup> Anniversary (2009) mural by Amy Kutka re-installed  
Searching past BOT minutes for trust fund wording  
Preparation of ARIS report begun  
Participated in collections care webinar on Zoom

Committee Reports:

Curatorial (no written report):

Building & Grounds:

Chiller fails, Royal Steam Heating, Gardner, inspects. Replacement of controls needed  
Chair re-upholstery ongoing  
Discussion of disinfectant spray in Children's Room  
Exterior trip painting update

Old Business

Update on Books on Wheels program  
Post office box gift

New Business

Consideration of library reopening in next phase

Adjournment

Next Meeting date: ***Tuesday, September 8, 2020, 5:00 pm***