

# **FORBUSH MEMORIAL LIBRARY**

**Board of Trustees**

**Meeting Agenda**

**Tuesday, February 8, 2022, 2022, 6:30 PM**

**Eloranta Room**

*Due to ongoing pandemic concerns, this meeting will be available remotely.  
Log-in information will be provided by calling 978-618-0421 prior to meeting; a link will be sent.*

## **Call to Order**

Approval of Minutes of January 11, 2022

## **Correspondence**

none

## **Director's Report**

BethAnne McManus has accepted ILL clerk position  
Digital environmental monitoring equipment has arrived  
Digital announcement screen installed  
Zoom + Owl program/conference set-up installed, tested  
Randy Sullivan is new maintenance person  
Annual Report due to town February 11<sup>th</sup>.

## **Committee Reports**

### **Curatorial Committee**

Need to determine new location for Greenwood painting

## **Building & Grounds**

Meeting with Sue Chapman re: Randy's task schedule  
Proposal for window cleaning from Squeegee Guy  
MPR, vestibule painting completed  
Upholstery update

## **Technology**

Report on meeting with intern

## **Old Business**

Covid precautions update

## **New Business**

## **Adjournment**

**Next Meeting: *March 8, 2022, 6:30 pm.***

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