

FORBUSH MEMORIAL LIBRARY
Board of Trustees
AGENDA for MEETING of
Tuesday, May 12, 2020, 5:00 PM

RECEIVED
2020 MAY -7 AM 8:35
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 April 14, 2020

Correspondence:

None

Director's Report:

Status of new hire in children's room

Personnel evaluations underway, due to town May 22nd

Research on history of library trust funds

Web site updates ongoing

Canva program ordered, Lisa, Elise and Bonnie to begin training

MBLC webinar on open meeting law under quarantine held

Upcoming webinar from Attorney General on essential employees, May 14th

Committee Reports:

Curatorial (no written report):

Building & Grounds:

Mulch delivered

Front window well cover replaced

New shelving for non-fiction DVDs delivered

Gutter cleaning by Keith Honkala planned

Eloranta Room carpet cleaning by Horrigan scheduled for May 22nd

Status of window frame repainting, front door varnishing

Old Business

New Business

Adjournment

Next Meeting date: **Tuesday, June 9, 2020, 5:00 pm**