

FORBUSH MEMORIAL LIBRARY
Board of Trustees
AGENDA for MEETING of
Tuesday, June 9, 2020, 5:00 PM

RECEIVED
2020 JUN -3 AM 8:46
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 May 12, 2020

Director's Report:

Initiation of curb-side service on May 26th, 60 requests in 1st week
Personnel evaluations completed
Additional FT staff hours begin June 2nd.
MBLC webinar on reopening, several surveys completed

Committee Reports:

Curatorial (no written report):

Building & Grounds:

New exterior sandwich board sign – thank you, Kim!
Plan and design plexi-glass screens for circulation desks, install
Sue acquired sanitizer stands for entrances
New shelving for non-fiction DVDs assembled
Eloranta Room carpet, 5 rugs in children's room cleaned by Horrigan Cleaners
Drafted response to ADA survey issues in library
Contracted elevator maintenance completed

Old Business

New Business

Adjournment

Next Meeting date: ***Tuesday, July 14, 2020, 5:00 pm***