

Forbush Memorial Library

Board of Trustees: Meeting Agenda

Tuesday, July 11, 2023, 6:30 PM

Eloranta Room

RECEIVED

2023 JUL -7 PM 1:13

TOWN OF WESTMINSTER

Call to Order: approval of Minutes of June 13, 2023

Correspondence: None

Director's Report

Library Assistant Linda Bredberg began June 22nd
Accountant OK's encumbrance extension into 2024 for chiller expenses
ARIS form preparation underway
Summer event schedule sent to Mark Girouard for website photos
Reimbursement request sent to WCC re: Great Decisions
FY2023 Budget Final Numbers

Committee Reports

Curatorial Committee

Request for use of images, determination of credit line

Building & Grounds

Chiller update

Furnace pump needs work

Planning for fire panel replacement cost

Sliding door upgrade: \$1,014

Technology

Report of Tech Thursday meeting of June 29th

Web content being drafted

Report on network upgrade with town

Outreach/Friends

Set planning meeting for Friends recruitment effort

Memorial service for Marta & Wayne Klemetti in Eloranta Room August 5th at 10:30 am

Book Sale scheduled for August 8th: Touch-A-Truck at WES, same time

Old Business

Review of current library policies

Services for Residents of Decertified Library Communities (edit for approval)

Meeting Room Usage Policy (edit for approval)

Internet Access Policy (edit for approval)

Library Usage by Guests Policy (edit for approval)

Referred Volunteers Policy (edit for approval)

New Business

Review of current library policies

Personal Behavior Policy (1st review)

Visitor Code of Conduct Policy (Town of Westminster policy)

Privacy and Confidentiality Policy (1st review)

Child Safety Policy (1st review)

Trustee candidate update

Sign director's contract amendment

Adjournment Next Meeting: **Tuesday, August 8, 2023, 6:30 pm.**