

Joseph H. Plumb Memorial Library
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Notice of Library Trustees Meeting

In accordance with the Massachusetts Open Meeting Law, notice is hereby given that the following meeting of the Board of Library Trustees has been scheduled:

Date: Thursday, November 9, 2023

Time: 6:30 PM

Location: Joseph H. Plumb Memorial Library

Agenda

1. Call to order - Chairperson

2. Approval of Minutes

- a. Minutes of the Trustees Meeting on October 12, 2023 – *Discussion and Possible Vote*
- b. Minutes of the Trustees Meeting on September 28, 2023 – *Discussion and Possible Vote*
- c. Minutes of the Trustees Meeting on September 14, 2023 – *Discussion and Possible Vote*
- d. Next Meeting Date:

3. Action Items – Chairperson

a. Old Business

- 1) Director's Report for October 2023 - *Discussion*
- 2) Open records requests – *Discussion and Possible Vote*
- 3) Review Gift Policy – *Discussion and Possible Vote*
- 4) Review Programming Policy – *Discussion and Possible Vote*
- 5) Review Trustees Bylaws – *Discussion and Possible Vote*
- 6) Review Massachusetts General Laws, Chapter 78 - *Discussion*

b. New Business

- 1) Holiday Hours for November and December - *Vote*
- 2) Email addresses for Trustees – *Discussion and Possible Vote*
- 3) Website Redesign Proposal from Renaissance Web Solutions – *Discussion and Possible Vote*
- 4) FY25 Library Budget - *Discussion*

c. Sub-Committee Updates

- 1) Facilities
- 2) Finance
- 3) Personnel
- 4) Policy
- 5) Friends

4. Correspondence

5. Adjournment

Respectfully submitted,
Kristen Cardoso, Library Director
Dated: November 6, 2023