

TOWN OF WAYLAND - TOWN CLERK'S OFFICE

NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law

www.mass.gov/ago/openmeeting

PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Board of Library Trustees Wayland Free Public Library
FILED BY: Sandy Raymond, Library Director
DATE OF MEETING: December 15, 2021
TIME OF MEETING: 9:00 a.m.
PLACE OF MEETING: Wayland Town Building, Council on Aging
41 Cochituate Road, Wayland, MA 01778

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate. The meeting likely will be broadcast and videotaped for later broadcast by WayCAM

AGENDA

One may watch or may participate remotely with the meeting link that can be found at:

<https://www.wayland.ma.us/public-body-meeting-information-virtual-inperson-and-hybrid>

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote participation. No In person attendance by members of the public will be permitted. This meeting may be recorded which will be made available to the public on WayCAM as soon after the meeting as is practicable.

1. 9:00 A.M. Public Comment
2. 9:05 A.M. Review and approval of Meeting Minutes, possibly including, but not limited to November 17, 2021.
3. 9:10A.M. Monthly Reports: Financial/Statistical Reports, Director's Reports, if available
4. 9:15 A.M. Ben Keefe, discussion including: vote the question of approval of CPA application for exterior repairs including: repointing, painting, \$238,500; update on interior capacity and conditions of lower level; FY23 CIP improvements for deferred maintenance, updating progress on entrance & emergency exit doors.
5. 9:45 A.M. Vote question of payment: ESL trainer \$600.00 for Fall 2021 training session (Invoice 2021-2).
6. 9:50 A.M. Mass. Library Trustee Assn annual membership, vote question of payment (\$100).

7. 9:55 A.M. Vote question of payment from Trustees' Small Funds: Ingram Invoice #67393831 for books and Demco Invoice #7049338 for book repair supplies. Three early funds have minimum annual expenditures: 1863 James Draper Fund \$30 books, \$30 repairs of books or new books/maps; 1894 James Sumner Draper \$30 new books; 1903 Grace Campbell Draper Fund \$50 books, not fiction.
8. 10:00A.M. FY23 Action Plan, continue discussion.
9. 10:15 A.M. Updated policies:
 - Privacy (2000)
 - Bulletin Boards and Materials Distribution (2011)
10. 10:35 A.M. Discuss the retirement of the six red chairs formerly housed in the apse.
11. 10:40 A.M. Trustees reports and concerns, including: Mandatory Year-End Campaign Finance Report Filing, due on/before Jan. 20,2020.
12. 10:45 A.M. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting
13. 10:50A.M. Adjourn