

**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](http://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: January 12, 2022  
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 December 15, 2021, January 3, 2022.
3. 9:10A.M. Monthly Reports: Financial/Statistical Reports, Director's Monthly Report, Interim Report, if available.
4. 9:20 A.M. Invited guest, Public Buildings Director Ben Keefe, discuss scope of bundled capital projects (library) article for ATM, vote the question of approval.
5. 9:50 A.M. Discuss, vote the question of approval: letter to Board of Selectmen, funding capital projects, possible debt exclusion.
6. 10:00A.M. Falvey Finishing Co., invoice # 44097, \$300, repairs to round room sofa, vote the question of approval.
7. 10:05 A.M. Updated policies, discuss, vote the question of approval:  
Bulletin Boards and Materials Distribution (last update: 2011)  
Acceptable Behavior (revision) (last update: 2019)  
Petitions and Nomination Papers (new 2022)

8. 10:15 A.M. Director's annual review process, discuss tool, timeline..
9. 10:25 A.M. Covid19's impact on library services and operations, updates including Town actions, increased case counts.
10. 10:35 A.M. 2022 Action Plan, discuss progress..
11. 10:50 A.M. Trustees reports and concerns.
12. 10:55 A.M. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting.
13. 11:00 A.M. Adjourn