

TOWN OF WAYLAND - TOWN CLERK'S OFFICE

NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

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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 18, 2023
TIME OF MEETING: 8:30 a.m.
PLACE OF MEETING: Wayland Free Public Library;
5 Concord Road, Wayland, MA 01778

Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate.

AGENDA

Pursuant to Chapter 107 of the Acts of 2022, this meeting will be conducted in person, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person. In person attendance will be at the meeting location listed above and the public is welcome to attend.

1. 8:30 A.M. Public Comment.
2. 8: 35 A.M. Review and approval of Meeting Minutes, possibly including, but not limited to December 21, 2022.
3. 8:40 A.M. Monthly Reports: Financial/Statistical Reports, Director's Report, if available.
4. 8: 55 A.M. Director annual review: process, evaluation tool, timeline, discuss, possible vote.
5. 9:05 A.M. Action Plan FY23, update, discuss progress.
6. 9:20 A.M. Meet Amy Conway, Office Manager.
7. 9: 30 A.M. Friends' update, including: Raytheon Room use for ongoing book sale, other needs.
8. 9:50 A.M. Library's 175th anniversary event: update on progress and needs, consider & discuss overall theme/message for the event.

9. 10:00 A.M. Brandeis PhD students research conclusion: history of the library commemorative booklet, other updates on work.
Possible vote to fund production and publication of booklet, quote #75355 from (Jet Marketing Solutions) not to exceed \$2500 and up to 23 hours in design costs for Emily Kristofek (\$700).
10. 10:15 A.M. WFPL-Working Group for building maintenance & repairs project, update, including options for keeping building partially open during work to meet Trustees goal for continuity of service.
11. 10:25 A.M. Trustee Reports and concerns, including Campaign Finance Reports, upcoming Trustee meeting dates.
12. 10:30 A.M. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting.
13. 10:35 A.M. Adjourn.