

LIBRARY TRUSTEE MEETING AGENDA

March 4, 2020

Westford Library @ 7 pm- 8:30

1. Public Comment (as needed)
2. Approve Minutes (5 min)
3. Welcome New Trustee, discuss Town Meeting/Budget issues if any (5 min)
4. Review all trustee contact information - make any changes (5 min)
5. Logistics - moving library/trustee information from Beth's account (5 min)
6. Roles
7. Building Updates - Pat (Lights) and Laurie (Sump pump) - (5 min each)
8. Looking ahead - Baby Tea (Trustees donation) - (5 min)
9. Librarian's Report
10. Treasurer's report

Next Meeting: April 1