

LIBRARY TRUSTEE MEETING AGENDA
June 2, 2021
Westford Public Library
7 pm -9 pm

1. Public Comment (as needed)
2. Approve Minutes (5 minutes)
3. YTD Budget Report (30 minutes)
 - End of fiscal year spending
 - FY23 budget planning
4. Librarian's Report (30 minutes)
 - Summer Reading Program update
 - Covid related discussion
 - Library Assistant job description
5. Book Sale (20 minutes)
6. Project Updates (20 minutes)
7. Personnel and Benefit Policies (15 minutes)

Next Meeting: August 4, 2021, 7pm

Note: There is no meeting in July