

AGENDA - Board of Library Trustees Meeting
Tuesday, June 4th, 2019
7:00 PM Library

* Board Reorganization: The Library Director runs the meeting until the Chair has been elected.

- Election of Chair
- Election of Vice Chair
- Election of Secretary

A. Approval of Agenda

B. Approval of the Minutes

- May 7th
- May 24th

C. Citizens Speak

D. Review New Incident Reports

E. New Business

- Welcome new Trustee
- Should the agenda order have Old Business come before New Business?
- July/August scheduled check
- Proposed amendments to the Director's contract
- Director's contract renewal: One year or two years?
- Review Director Annual Review document for any changes to be discussed. The Director's review will be conducted at the next meeting
- Pick an incident report format
- Formalize the incident report process
- Start the process for filling a vacant Board Seat outside of an election
 - Sections 3-1-6 & 3-1-

7 https://www.townofmedway.org/sites/medwayma/files/uploads/towncharter_u.pdf

F. Old Business

- State conflict of interest training
- Posting the Library Internet Use Policy at each computer
- Discuss Patron incident on 5/20/19
- Get the correct process for issuing a no-trespass letter
- Buying an additional 3D printer in this fiscal year
- Get the process to ask for an exception to the \$3000 spending limit on the Copier & Printer Revolving Fund.
 - Review technology solutions to assist with enforcement of the "Computer Use & Internet Access" policy.

G. Budget Report

H. Director's Report

I. Special Programs, Fundraising, Sponsorships

J. Adjournment - next meeting date is July 9th.