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|  | **Northborough Free Library**  **34 Main Street**  **Northborough, MA 01532-1997**  **Phone: (508) 393-5025**  **www.northboroughlibrary.org** |

**Board of Library Trustees**

**AGENDA**

Tuesday, October 9, 2018

7:00 p.m.

***Conference Room***

1. Call to order and opening remarks

* Open Trustee seat
* Friends of the Library Board

1. Approval of minutes of September 11, 2018
2. Library Director’s Report

* Preliminary Proposed FY2020 Budget
* Building update
* Proposed policy regarding issuing library cards to out-of-state residents

1. Committee Reports:

* Administrative Committee:
  + Proposed Bylaws review
* Long Range Planning Committee – no report
* Building and Grounds Committee:
  + Update on public procurement for repair of Gale Library using CPA funds
  + Proposed restoration of the pocket doors in the Gale Library using CPA funds
  + Update on building & space planning survey
* Development Committee:
  + MOU between the Trustees and the Friends of the Library
  + Establishment of agency fund at the Greater Worcester Community Foundation
  + Update on Planning Study with Carlton & Co. and request for assistance
  + Annual appeal mailing
* 150th Anniversary Committee:
  + 150th Jubilee on April 6, 2019
  + Gale Library Exhibit (November – December, 2018)
* Technology Committee:
  + Proposed technology expenses in FY2020 Budget
  + Proposed wireless print solution (Canon USA)

1. Date of next meeting: November 13, 2018
2. Any other business that may come before the Board
3. Adjournment