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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, November 13, 2018

7:00 p.m.

***Conference Room***

1. Call to order and opening remarks

* Update on open Trustee seat
* New MBLC Trustee Handbooks
* Mass. Library Trustees Association meeting on November 17th @ 9:30 a.m.

1. Approval of minutes of October 9, 2018
2. Library Director’s Report

* Review Proposed FY2020 Budget
* FY2018 usage statistics included in Annual Report Information Survey (ARIS)
* Revisit proposed policy on 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:
  + Update on Planning Study with Carlton & Co.
  + Update on 2018 annual appeal mailing
* 150th Anniversary Committee:
  + 150th Jubilee on April 6, 2019
  + Update on meeting with Friends of the Library Board on October 31, 2018
* Technology Committee:
  + Update on proposed wireless print solution (Canon USA)

1. Date of next meeting: December 11, 2018
2. Any other business that may come before the Board
3. Adjournment