

Library Memorial Library  
Board of Trustees Meeting  
December 19, 2018  
Dearborn Redden Room  
7:00 p.m.  
Agenda

- A. Call to Order
- B. Attendance
- C. Officer's Reports
  - a) Secretary - Approve minutes from 11/14/18
  - b) Chairperson
  - c) Treasurer
- D. Department Reports
  - a) Director
  - b) Monthly Spending
  - c) Assistant Director
  - d) Teen Services
  - e) Public Services
  - f) Children's Services
  - g) Tech Services
- E. Old Business
  - a) Building and Grounds – Letter to Board of Selectmen
- F. New Business
  - a) Policy – General Library Policies updates
  - b) Finance – Encumber 2018 funds
  - c) Building – 2019 Holiday schedule
  - d) Other
    - i) 2019 Trustee's Meeting schedule
- G. Acceptance of Donations - \$673.00
- H. Summary of Decisions Made
- I. Next Meeting- Wednesday January 16, 2019
- J. Adjournment