



Northborough Free Library

34 Main Street

Northborough, MA 01532-1997

Phone: (508) 393-5025

<http://www.town.northborough.ma.us>

Board of Library Trustees

AGENDA

Tuesday, December 8, 2015, 7:30 p.m.

Conference Room

1. Call to order and opening remarks
2. Approval of minutes of November 10, 2015
3. Financial Report
 - FY16 Appropriations Report
 - FY16 Trust Funds Report
4. Library Director's Report
 - Personnel update
 - Building update
 - Updated Action Plan for FY2017
5. Committee Reports:
 - Development
 - Annual Fund appeal letter
 - Establish a Gift Account (Annual Fund donations)
 - Adopt specific language governing the Gift Account
 - Approve use of the Sherman Fund to pay for printing & mailing
 - Recommended reading: *Fundraising Realities Every Board Member Must Face: A 1-Hour Crash Course*, by David Landsdowne
 - Technology
 - Technology Inventory
 - Emerging Technologies: MOOCs
 - Branding & Marketing
 - Development of a new logo/brand/tagline
6. Date of next meeting: January 12, 2016
7. Any other business that may come before the Board
8. Adjournment