

**TOWN OF WAYLAND - TOWN CLERK'S OFFICE**  
**NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS**

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Library Planning Committee  
(Appointed by the Board of Library Trustees)

FILED BY: Ann Knight, Library Director

DATE OF MEETING: Thursday, January 29, 2015

TIME OF MEETING: 7 p.m.

PLACE OF MEETING: Raytheon Room, Wayland Library

**AGENDA**

	<b>(Minutes)</b>
1. Public comment period	5
2. Welcome	5
3. Introductions of members	10
4. Purpose and Goals of Committee	20
a. Review charge to the Committee	
b. Administrative matters (chairmanship, minutes, meeting schedule)	
c. Information about MBLC* Library Construction Grant Program	
i. Anticipated grant application timeline	
5. Resources	15
a. Documents from prior studies	
b. Recently completed library space needs program	
c. Upcoming town-wide survey	
d. WFPL Long-range plan	
e. MBLC library construction specialist	
6. Timeline for Committee work and construction grant application	15
7. Work assignments for next meeting	10
8. Committee Output/Report to Town	10
9. Adjourn	

\*MBLC=Massachusetts Board of Library Commissioners