

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

Posted in accordance with the provisions of the Open Meeting Law

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Board of Library Trustees  
Wayland Free Public Library

FILED BY: Ann Knight

DATE OF MEETING: Wednesday, December 16, 2015

TIME OF MEETING: 7:45 a.m.

PLACE OF MEETING: Raytheon Room, Wayland Library

AGENDA

**(Time)**

*Note: Items may not be discussed in the order listed.*

- |  |            |
|--|------------|
| 1. Public comment period   | 7:45 a.m.  |
| 2. Approval of any prior meeting minutes   | 7:50 a.m.  |
| 3. Financial /Statistical Reports  | 7:55 a.m.  |
| 4. Discussion of the assignment of the Library project to the Permanent Municipal Building Committee (PMBC)                    | 8:00 a.m.  |
| a. Library representatives to the PMBC   |            |
| b. Advertising the RFQ   |            |
| c. Hiring of professionals   |            |
| 5. Update on the upcoming Massachusetts Public Library Construction grant round  | 8:30 a.m.  |
| a. Anticipated announcement and schedule   |            |
| 6. Discussion of draft responses to the Wayland Real Asset Planning WRAP Committee points                                      | 8:40 a.m.  |
| 7. Discussion of the work of the Library Planning Committee and a potential start of a process for a new Long-Range Plan       | 9:00 a.m.  |
| 8. Discussion of future wastewater needs of the current library  | 9:15 a.m.  |
| 9. Discussion of a revision of the Library Director job description in preparation for hiring a new Library Director next year | 9:30 a.m.  |
| 10. Discussion of the purchase of new library book display furniture   |            |
| 11. Update on the Rail Trail   | 9:45 a.m.  |
| 12. Discussion of potential Gossels Fund event   | 10:00 a.m. |
| 13. Library site concerns related to other Town Boards   | 10:10 a.m. |
| 14. Communication with Town Boards and the public  | 10:25 a.m. |
| 15. Scheduling future Trustee meetings   | 10:40 a.m. |
| 16. Topics not reasonably anticipated by the chair   | 10:45 a.m. |
| 48 hours in advance of the meeting, if any   |            |
| 17. Adjournment  |            |