

**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**

[www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting)

**PLEASE TYPE OR PRINT LEGIBLY**

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

FILED BY: Sandy Raymond, Library Director

DATE OF MEETING: November 1, 2017

TIME OF MEETING: 8:00 a.m.

PLACE OF MEETING: Wayland Free Public Library; 5 Concord Road, Wayland, MA 01778

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

**AGENDA**

1. 8:00 A.M. Public Comment period
2. 8:05 A.M. Director Search Follow-up and welcome to new Director Sandy Raymond
3. 8:10 A.M. Review and approval of meeting minutes, possibly including, but not limited to October 12, 2017, October 18, 2017, and October 25, 2017.
4. 8:15 A.M. Monthly reports: Financial/Statistical Reports, Director's Report, if available
  - A. Policy Updates: Collections, 3D Printing
  - B. Safety Training
    1. ALICE (Alert, Lockdown, Inform, Counter, Evacuate) safety training through Wayland PD
    2. Installation of defibrillator
5. 8:30 A.M. Capital Campaign Consultant - update
6. 8:40 A.M. MBLC Construction Grant
  - A. Development of website Information page - Update
7. 9:00 A.M. LPC meeting, reuse of 5 Concord Road, update
8. 9:15 A.M. Meet and greet staff: Pamela McCuen, Head of Youth Services
9. 9:30 A.M. Communications with other boards, committees, and public
10. 9:45 A.M. Trustees reports and concerns
11. 10:00 A.M. Topics not reasonably anticipated by the chair 48 hours in advance of meeting
12. 10:10 A.M. Adjourn