

**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: Board of Library Trustees Wayland Free Public Library

FILED BY: Sandy Raymond, Library Director

DATE OF MEETING: December 13, 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. Review and approval of meeting minutes, possibly including, but not limited to November 29, 2017
3. 8:10 A.M. Monthly reports: Financial/Statistical Reports, Director's Report, if available
  - A. Policy Updates: Collection Policy
4. 8:25 A.M. Rotunda Room Windows
  - A. Grant for CPA funds to restore, possible vote to submit grant.
5. 8:35 A.M. Library Planning Committee
  - A. Consider request of chair to enlarge committee.
  - B. Update on last meeting of LPC
6. 9:00 A.M. Meet and greet staff: Sarah Hogan
7. 9:15 A.M. Board of Public Works, proposed MOU for use of 195 Main Street pending construction of library project
8. 9:25 A.M. Review, discuss timeline for Annual Town Meeting, possible ballot question, education of public
9. 9:35 A.M. Update, capital campaign consultant
10. 9:40 A.M. Communications with other boards, committees, and public
11. 9:55 A.M. Trustees reports and concerns
12. 10:00 A.M. Topics not reasonably anticipated by the chair 48 hours in advance of meeting
13. 10:05 A.M. Adjourn