

BOARD OF LIBRARY TRUSTEES AGENDA

November 22, 2016

7:00 PM

Shrewsbury Public Library

609 Main Street

Shrewsbury MA

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SHREWSBURY, MASS

**1. Agenda**

**2. Approval of Minutes** –Oct 25, 2016 meeting

**3. Approval of Library Director's Report**

**4. Financial & Legislative**

- a. FY2017 YTD Report
- b. FY2018 Capital Budget
  - review and take action upon FY2018 Capital Budget Request Draft
- c. FY2018 Library Operating Budget Request Draft
  - Review of State Library Certification Requirements for FY2018, including Municipal Appropriation and Materials Expenditure Requirements
  - Review and take action upon Draft 1 of the Trustee Operating Budget Request
- d. FY18 Action Plan Draft
  - review and take action upon draft FY 2018 Action Plan

**5. Programs and Services**

- a. Good Day Memory Café
  - General update on program

**6. Facility**

- a. Healthy Vending Machine
  - General Update

**7. Friends**

- a. Friends Holiday Open House Saturday Dec 3
  - Update on program plans

**8. Miscellaneous**

- a. Open Meeting Law Memo
  - Review of communication from Town Manager

**9. Next Meeting:** Nov 22

**10. Related Documents:**

- Librarian's report
- YTD Budget Report
- FY2018 Capital Budget Request Draft
- FY2018 Operating Budget Request Draft
- MER/MAR Calculations