



**AGENDA**  
**BOARD OF LIBRARY TRUSTEES MEETING**  
**Lynnfield Public Library**  
**Green Room**  
**January 15, 2019**  
**6:30 pm**

**CALL TO ORDER:**

- Chairman calls the meeting to order with a roll call
- Chairman informs attendees that the meeting is being recorded

**APPROVAL OF MINUTES:**

- Minutes of the December 4, 2018 meeting

**FINANCIAL REPORT:**

- November 2018 Financial Summary
- State Aid monthly summary

**DIRECTOR'S REPORT:**

- November Library Statistics
- Town of Lynnfield Annual Report
- Review of outstanding Department of Public Works capital projects FY2019 and FY2020

**FY2020 Budgets**

- Review FY2020 Operating and Capital Budget Presentations on January 7 and January 14, 2019

**NEW BUSINESS:**

- Additional signatory (bills and payroll) in the event of Director's absence
- Addition to December 4 meeting minutes: The Board of Selectmen closed Town Hall on December 24, 2018 rather than closing at noon as previously indicated. The intent of the Board of Trustees was to follow the lead of the Selectmen and subsequently, closed the Library for the entire day.
- Bibliotemps: assistance in programming, etc. in Youth Services

**Adjournment**

---

**Upcoming meeting dates:**

**February 5, 2019**

