

MEETING NOTICE
UPDATED
TOWN OF LYNNFIELD
(As required by MGL Chapter 30A, sections 18-25)

Please email all meeting notices to lemerson@town.lynnfield.ma.us AND
dhammerbeck@town.lynnfield.ma.us

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TOWN CLERK'S OFFICE
LYNNFIELD, MA

Board/Committee Name: Lynnfield Public Library Board of Trustees
Day/Date: Tuesday February 2, 2021
Time of Meeting: 6:30 p.m.
Location: Virtual Meeting - Remote Access, Instructions Below

NOTE: Pursuant to Gov. Baker's March 31, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and his March 15, 2020 Order limiting the number of people who may gather in one place, the meeting of the Lynnfield Public Library Board of Trustees will be conducted via remote participation to the greatest extent possible. The public may not attend but is invited to listen to/observe the meeting in the following manner: The meeting will be conducted as a conference call. The dial-in number is United States: +1 (312) 757-3121. The access code for the call may be obtained by contacting russell.boekenkroeger@verizon.net before the meeting for those wishing to participate.

A record of the meeting will be posted on the Town's website as possible at the conclusion of the meeting.

AGENDA

1. Call Meeting to Order
 - o Chairman calls the meeting to order with a roll call
 - o Chairman informs attendees that the meeting is being recorded
1. Approval of Minutes
 - o Minutes of the previous meeting
2. Monthly Reports
 - o Past Month's Financial Summary
 - o Past Month's State Aid Monthly Summary
 - o Staffing Update
 - o Reopening Plan/Update
 - o Staff Training
 - o Communications
 - o Print Media
 - o Website
 - o Social Media
 - o Programming
3. Building Project
4. Foundation
5. Directors Report
6. Old Business

7. Budget Discussion

- **Review templates received and to be submitted – operating, salaries and capital**
- **Review supporting materials – Select Board, FinComm presentations**
- **New services?**

8. Lynnfield Library and *“Enhancing Child Expression Opportunities During the Pandemic and Beyond”*

- **Needs**
- **Definitions**
- **Relevance to Library**
- **How to address**
- **Resource Requirements**
- **Strategies for addressing**
- **Funding**
- **Action Plan**
- **Assignments**

9. New Business

10. Adjournment