

MEETING NOTICE
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

RECEIVED

Board/Committee Name: Lynnfield Public Library Board of Trustees

2021 APR -1 P 2: 27

Day/Date: Tuesday April 6, 2021

TOWN CLERKS OFFICE
LYNNFIELD, MA

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 (872) 240-3212, 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
2. Approval of Minutes
 - o Minutes of the previous meeting
3. Monthly Reports
 - o Past Month's Financial Summary
 - o Past Month's State Aid Monthly Summary
 - o Reopening Plan/Update
 - o Staff Training
 - o Communications
 - o Print Media
 - o Website
 - o Social Media
 - o Programming - measurements
 - o Services and Operations - Statistics
4. Directors Report
5. Old Business
 - Reopening Plan Update - incremental expansion
 - o Update
 - o Dependencies
 - o Staffing Update
 - o Discussion - within month adjustment processes
 - o Approval
6. FinComm Preparation
7. New Board Secretary
8. Adjournment