



**AGENDA**  
**BOARD OF LIBRARY TRUSTEES MEETING**  
**Lynnfield Public Library**  
**Green Room**  
**February 5, 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 November 13 and 19, 2018 interview meetings
- Minutes of the December 4, 2018 meeting
- Minutes of the January 15, 2019 meeting

**FINANCIAL REPORT:**

- December 2018 Financial Summary
- State Aid monthly summary

**APPROVAL OF REPORT:**

- December 2018 Director's Report

**DIRECTOR'S REPORT:**

- November Library Statistics
- Accident Report
- Staffing needs

**NEW BUSINESS:**

- 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 & adult programming
- LPL Foundation: Need to set up GE matching gifts fund and change signatory
- Library departmental statistics reporting

**ADJOURNMENT**

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**Upcoming meeting dates:**  
**March 5, 2019**