

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*

Town Clerk Date Stamp

Board/Committee Name: Lynnfield Public Library Board of Trustees

2021 MAY 26 P 2:11

Day/Date: Tuesday June 1, 2021

TOWN CLERK'S OFFICE
LYNNFIELD, MA

Time of Meeting: 6:30 p.m.

Location: Lynnfield Public Library

NOTE: 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**
 - **Chairman calls the meeting to order with a roll call**
 - **Chairman informs attendees that the meeting is being recorded**
1. **Board of Trustees Secretary Nomination & Election**
2. **Approval of Minutes**
 - **Minutes of the 5/4/21 meeting**
3. **Signage Proposal**
 - **Review Recommendation**
 - **Recognize Kirk Mansfield, Lynnfield Historical Commission, and respond to proposal**
4. **Monthly Reports**
 - **Past Month's Financial Summary**
 - **Past Month's State Aid Monthly Summary**
 - **Reopening Plan/Update**
 - **Staff Training**
 - **Communications**
 - **Print Media**
 - **Website**
 - **Social Media**
 - **Programming**
 - **Services and Operations Statistics**
5. **Directors Report**
2. **Old Business**
 - Reopening Plan**
 - **Review Staffing Plan**
 - **Review Updated Recommendation for Return to Normal Operations on 6/2/21**
3. **New Business**
 - **Move July 5th Trustees Date**
4. **Adjournment**