



Stevens Memorial Library
20 Memorial Drive
Ashburnham, MA 01430
P: (978) 827-4115
F: (978) 827-4116
stevensmemoriallibrary@gmail.com

Trustee Meeting Agenda
Tuesday, June 16, 2015 – 4 P.M.
Stevens Memorial Library

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
 - a. May 19, 2015 Regular Meeting
- IV. Director's Report
 - a. Budget Update
 - b. Library Update
- V. Old Business
 - a. Review and approve evaluation form and process
 - b. Review & approve Investment Policy
- VI. Secretary's Report
 - a. Mass Library Trustee Association update
 - b. Review motion in April 14 meeting moving \$800 from Supplies to Books for FY16
- VII. Treasurers Report
 - a. Financial Update
 - i. Edward Jones Account
 - ii. Whittemore Fund
 - b. Finance Committee Report
 - i. 2016 Proposed Budget
- VIII. Trustee Calendar
 - a. Reorganize Board
- IX. New Business
 - a. Interview interim director candidate (scheduled when candidate arrives)
 - i. Select interim director
 - b. July & August Trustee meeting dates
 - c. Historical list of trustees
 - d. Library Inventory
 - e. Select financial auditor
 - f. Review and approve Patron Behavior Policy
 - g. Review DRAFT Strategic Plan (if approved by Committee)
- X. Other Business
- XI. Adjourn