

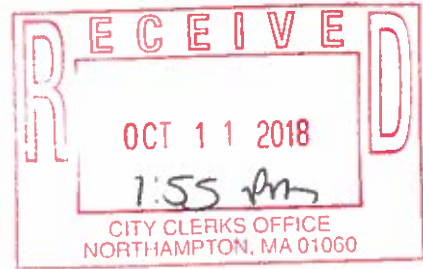


**FORBES library**  
Since 1894

# 125

**WORKING  
for the  
COMMON  
GOOD**

**Trustees Agenda  
Tuesday, October 16, 2018  
\*\*\*3:45 PM\*\*\*  
Watson Room**



1. Public Comment
2. Bartholomew Quarterly Report
3. Secretary's Report of September 11 and Executive Session Minutes of Same Date
4. Treasurer's Report
  - a. Monthly Report
  - b. Revised FY18 Final Treasurer's Report
  - c. Gifts, Donations and Bequests
5. Department Report: Molly Moss, Annual Statistical Report
6. Friends of Forbes
7. Administrative Report
8. Next Meetings
  - a. Trustees: Tuesday, November 20 at 4 PM
  - b. Friends of Forbes Meeting: Wednesday, November 7 at 6:30 PM
  - c. CCPLM Standing Committee, Monday, November 5 at 4 PM (Carrier and Wight)
9. Communications
  - a. MA Library Trustees Association Annual Meeting (Downing)
  - b. Trustee Pocket Handbook (Downing)

20 West Street  
Northampton, MA 01060  
413-587-1011  
forbeslibrary.org

Lisa Downing, Director  
Molly Moss, Asst Director  
Elizabeth Sheirer, Secretary  
Cheri Buckhout, Treasurer

**Trustees**  
Russell W. Carrier, President  
Marjorie R. Hess, Vice President

Elaine M. Reall  
Katy E. Wight  
Joseph Twarog

## 10. Financial Report

- a. 1st Quarter Report (Downing)

## 11. Action Items

- a. Computer Maintenance Software (Moss)
- b. Privacy Policy Revision (Downing)

## 12. Informational Items

- a. HVAC Project Update (Downing)
- b. Window Restoration Update (Downing)
- c. Air Movement & Quality Concerns Update (Downing)
- d. Public Records Request (Downing)
- e. FLEA Contract (Downing)
- f. Lilly Library Shared Position (Downing)
- g. Strategic Plan Quarterly Update (Downing)
- h. Outreach Delivery Service Update (Moss)
- i. Community Engagement (Moss)
- j. Reports on Subcommittee Meetings/Activities
  - i. Landscaping Meeting (Downing)
  - ii. Development Committee (Downing)
  - iii. 125th Anniversary Committee (Wight)

## 13. Miscellaneous

- a. Events Calendar
- b. Press Cuttings