

**LINCOLN PUBLIC LIBRARY TRUSTEES MEETING**  
**TUESDAY, February 26, 2019**  
**7:30 PM - Reference Room**

**AGENDA**

Votes May Be Taken  
Recorder: Ginny Turpin

1. Discussion Items:

**a. Historical Society Gift: Display Case -- Alice Wiggin**

*Excerpt from Email to Martin: "The Historical Society would like to have a display case built for the Library to show important and interesting documents we have in the vault. This item would look very much like one of those museum displays that are table-height and may be large enough to carry a large open book or document. The archivist [would be] the main person who would propose documents to rotate in this case, and [a] Library staff member would be responsible/designated to turn pages of a specific document or manage the case as needed. This item would be moveable. The Historical Society plans to request FOLL splits the cost of the display with the Historical Society."*

**b. Garden Club Tree Tour**

*Focus is on deCordova grounds, but they want our approval to include trees on the library grounds in their booklet.*

**c. Code of Conduct – Review Draft Revised by Staff**

**d. Staffing Update – 35-hour hire for Children’s Department**

**e. Building & Grounds**

- i. Elevator 2-Way Communication Update
- ii. AC Replacement Update
- iii. Expanded FY2020 Facility Review

2. Review January 22, 2019 Meeting Minutes

3. Upcoming Trustee Transitions

4. Reports:

- a. Librarian’s Report -- Kudos/Staff Comments -- Barbara Myles**
- b. Building & Grounds Updates – Peter Sugar & Barbara Myles**
- c. Friends of the Lincoln Library – Martin Dermady**
- d. Finance Report – Review Non-Municipal Funds Corrections**

5. Other Business

6. Adjournment

**NEXT MEETING → Tuesday, March 26, 2019**  
**Meetings start at 7:30 PM (except when otherwise noted)**

*2019 Meeting Schedule: Usually the 4<sup>th</sup> Tuesday of each month except August (no meeting), Nov., and Dec. (3<sup>rd</sup> Tuesday)  
Jan. 22, Feb. 26, March 26, April 23, May 28, June 25, July 30 (FIFTH Tuesday), August-NO MEETING, September 24,  
October 22, November 19 (THIRD Tuesday), December 17 (THIRD Tuesday).*

**\*All subcommittee meetings are subject to the Open Meeting Law regulations, must be posted with an agenda, and have official minutes recorded.**