

Board of Library Trustee Meeting  
John Curtis Free Library  
534 Hanover Street  
Hanover, MA 02339  
Agenda for December 4, 2017, 4pm

- 4:00pm      1. Call to Order and public comment
- 4:05pm      2. Presentation and approval of the BOLT minutes of  
November 6, 2017
- 4:10pm      3. Treasurer's report
- 4:25pm      4. New Business
- a. Update on library programs
  - b. Christmas schedule discussion
  - c. Update on installation of new phone system
  - d. Planning for Christmas Program
  - e. Update on open meeting training, November 6, 2017
  - f. Director's report and statistics
- 4:40pm      5. Old Business
- a. Policy update for Exhibits
  - b. Update on Trustee By-Laws
  - c. Update on building with caulking, painting, AC, lighting in  
LP area, window washing
  - d. Installation of LED lights in children's room/grant
- 5:00pm      6. Next meeting date and adjournment