



SARGENT MEMORIAL LIBRARY

427 Mass Ave, Boxborough, Massachusetts 01719

Phone: (978) 263-4680 • Fax: (978) 263-1275

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**TOWN OF BOXBOROUGH NOTICE OF
PUBLIC MEETING**

BOARD/COMMITTEE: Sargent Memorial Library Trustees

DATE: Monday September 20, 2023

TIME: 7:00 PM

Note: this meeting will be held in person at the Sargent Memorial Library

TOPICS EXPECTED TO BE DISCUSSED (AGENDA):

- 1) General Business
 - a) Call to Order and Introductions
 - b) Attendance/Quorum
 - c) Approve Prior Minutes
- 2) Director's Report
 - a) Budget and Expenses Report
 - b) Capital Projects Update
 - c) Staffing Updates
 - d) Building Issues and Updates
 - e) Other Issues
- 3) Discuss and vote on policy revisions -
 - a) Safe Child Policy
 - b) Collection Development Policy
 - c) User Rights and Responsibilities
 - d) Local Meeting Room use
- 4) Discuss and vote on the Board's response to the survey on the Park at Beaverbrook
- 5) Confirm date and location of next few meetings
- 6) Adjourn Public Meeting



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Next Meetings: Third Wed of the Month: Oct 18, 2023, Nov 15, 2023, and Dec 20, 2023.