



SARGENT MEMORIAL LIBRARY
427 Mass Ave, Boxborough, Massachusetts 01719
Phone: (978) 263-4680 • Fax: (978) 263-1275
boxlib.org/

**TOWN OF BOXBOROUGH NOTICE OF
PUBLIC MEETING**

BOARD/COMMITTEE: Sargent Memorial Library Trustees

DATE: Wednesday November 1, 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) Stefura Associates presents library interior renovation plan
- 3) Director's Report
 - a) Budget Planning for FY25
 - b) Capital Planning for FY25
 - c) Staffing Updates
 - d) Building Issues and Updates
 - e) Other Issues
- 4) Vote on policy revisions -
 - a) Safe Child Policy
 - b) User Rights and Responsibilities
 - c) Local Meeting Room use
- 5) Confirm date and location of next few meetings
- 6) Adjourn Public Meeting

Next Meetings: First Wednesday of the Month: December 6, 2023; January 3, 2024; February 7, 2024.