



East Smithfield Public Library

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Board of Trustees Meeting

March 17, 2020 – 7:00 p.m.

AGENDA:

- A. CALL TO ORDER
- B. EMERGENCY EVACUATION AND HEALTH NOTIFICATION
- C. PUBLIC COMMENT
- D. SECRETARY'S REPORT
 - 1. Approve minutes from previous meeting.
- E. TREASURER'S REPORT
 - 1. Balances report.
- F. PRESIDENT'S REPORT
 - 1. Continue with effective meeting process.
 - 2. Recruiting Board members.
- G. FOL REPORT

1. Report on current activities.

H. DIRECTOR'S REPORT

- 1. Annual fundraising letter. \$ 4,133 donated as of March 11.**
- 2. New website was announced in March Newsletter.**
- 3. Capital Improvement Plan – Town decided oil tank removal was priority 4 so it won't get done until the latter years of the plan.**
- 4. Carpet tile for first floor - has been chosen. Painters giving updated price quote on painting first floor. This project funded by the Champlin grant.**
- 5. LED Sign Donation.**
- 6. Fundraiser event with Greenville Library.**
- 7. Champlin Grant requests for next year.**
- 8. Bryant students not coming back from break until at least the end of March because of COVID -19. This will set us back on setting up makerspace.**
- 9. Town Family Fun Day on April 14 cancelled because of corona virus.**
- 10. Library programs and events cancelled through the end of March following town advice.**

I. NEW BUSINESS

J. OLD BUSINESS

- 1. Continue review of Bylaws**

K. EXECUTIVE SESSION– If necessary, to consider and act upon such matters as may be considered at a meeting closed to the public pursuant to the Open Meetings Law.

L. SCHEDULE NEXT MEETING AND ADJOURN

"The public is welcome to any meeting of the Board of Trustees. If communication assistance (readers/interpreters/captions) or any other accommodation to ensure equal participation is needed, please contact the Smithfield Town Manager's Office at 401-233-1010 at least forty-eight (48) hours prior to the meeting."

****NOTE – The Board will not be meeting in July and August.**