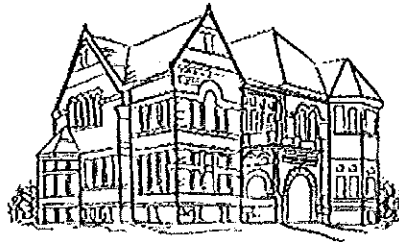


TRUSTEES

Russell W. Carrier  
Marjorie Hess  
Elaine M. Reall  
Joseph Twarog  
Katy E. Wight



**FORBES** library  
NORTHAMPTON'S  
PUBLIC  
LIBRARY

20 West Street, Northampton, MA 01060

DIRECTOR  
Lisa Downing  
SECRETARY  
Elizabeth Sheirer  
TREASURER  
Cheri Buckhout

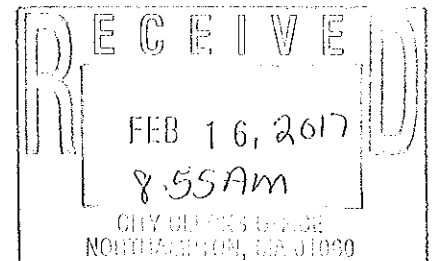
**Regular Monthly Meeting of the Trustees of Forbes Library**

**Wednesday, February 22, 2017  
4:00 PM  
Watson Room**

**Agenda**

1. Bills and Warrants
2. Public Comment
3. Secretary's Report of January 19, February 7 & Executive Session Minutes of December 15, January 19, February 7
4. Treasurer's Report
5. Department Report - Facilities Management (Jason Petcen)
6. Administrative Report
7. Friends of Forbes
8. Next Meetings
  - Trustees: To Be Determined
  - Friends of Forbes Meeting: Wednesday, March 1, 6:30 PM
  - Coolidge Advisory Committee: 4 PM on March 6 (Russ), June 5, September 11 and December 4
9. Communications
  - a. None this month
10. Financial Report
  - a. None this month
11. Action Items
  - a. 2017 Meeting Dates (Lisa Downing)
  - b. Strategic Plan Chair (Lisa Downing)
  - c. NEF Spelling Bee (Lisa Downing)
  - d. Valley Gives 2017 (Lisa Downing)
  - e. Building Fund (Lisa Downing)
  - f. FY16 Payroll Carryover (Lisa Downing)
  - g. Assistant Director Contract (Lisa Downing)
  - h. Gifts, Bequests, Sales, etc.
  - i. Executive Session

The Trustees are requested to go into executive session to discuss pending legal issues as well as to discuss personnel negotiations because discussing them in open session would be detrimental to the library's bargaining position.
12. Informational Items
  - a. Elevator Contract (Lisa Downing)
  - b. States of Incarceration Exhibit (Lisa Downing)
  - c. Community Outreach (Lisa Downing)
  - d. Head of Reference Department (Lisa Downing)
  - e. Reports on workshops/meetings/activities
    - i. Wayfinding Public Forum (Lisa Downing)
    - ii. Friends' Membership Committee (Lisa Downing)
    - iii. Library Love Letters Campaign (Molly Moss)
13. Miscellaneous
  - a. Events Calendar
  - b. Press Cuttings



Elizabeth Sheirer, Secretary