

MINUTES AND REPORT OF COMMITTEE ON ADMINISTRATION

DATE: January 25, 2016

PLACE: Worcester Public Library
3 Salem Square
Worcester MA 01608

DIRECTORS PRESENT: Finkel, Chair; Noah; Packard, President

STAFF PRESENT: Dickinson; Stone; Rubert-Silva

1. Call to order.

Finkel called the meeting to order at 1:09 p.m.

2. Policy Reviews

The Committee reviewed and amended the Exhibits Policy, the Meeting Room Policies and Guidelines, and the Special Event Request Form.

Noah moved that the Committee accept the Exhibits Policy, the Meeting Room Policies and Guidelines, and the Special Event Request Form as amended and recommend that the Board approve the policies as amended.

The motion was approved

3. Head Librarian Review

Dickinson shared his goals in narrative form with the Committee. He was asked to put in a format that fits with the new protocol prior to a future meeting of the full Committee.

Presentation of the goals to the full Board will be postponed until the Committee meets.

4. There being no further business, Noah moved to adjourn the meeting.

The meeting adjourned at 2:04 p.m.