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# MEMO

**To:** Jeannette Cintron White  
City Clerk  
**From:** Sarah Gay   
Library Director  
**Date:** January 17, 2017  
**Subject:** Next Trustee Meeting  
**Location:** Chelsea Public Library

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The next meeting of the Chelsea Public Library Board of Trustees will be on Tuesday January 24, 2017 at 6:00 p.m. at the library.

Tentative agenda:

- Invoices paid since the last meeting
- Smoking policy
- Children's programming funding

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