

Bedford Free Public Library
Library Trustees Minutes for Tuesday, September 12, 2017
7:00 pm • Meeting Room

The Trustees gathered and reviewed and signed the bills.

Present

Trustees: Rachel Field; Emily Mitchell; Robin Grace Silbert; Elizabeth Hacala and Michael Pulizzi were present. Bob Batt and Abby Hafer were absent.

Administration: Richard Callaghan, Library Director; Noreen O’Gara, Assistant Director.

Guests Dot Bergin, *The Bedford Citizen*

Absent: Bob Batt

The Chair asked if there were any public comments. None were forthcoming.

Meeting was called to order at: 7:05

Secretary’s Report

- Correction on Amelia Beedelia on prior minutes.

Rachel moved, Elizabeth 2nd Abby abstain.

Passed 5-0-1

Director’s Report

- The Trustees reviewed the Director’s Report.
- Noreen is going to Disaster Training run by the MBLC in Sudbury.
- Janel wanted to emphasize how busy the meeting rooms are over the next month or so.
- Summer reading very popular, with great turn outs.
- Record circulation in August.
- Chrome books are now available and can be used for 4 hour blocks within the library. One dedicated to the Children’s room. People who need more support tend to use the public computers near reference.
- Painter from DPW has been working for a couple weeks and is doing great work, reglazing windows as well as painting.
- There have been some yellow-jacket attacks on the bees. The bee people say that fairly common this time of year. The situation is being monitored.

Elizabeth made a motion to accept the Director’s report, Mike seconded the motion. The motion was approved 6-0-0.

Unfinished Business

Bowie Knife

Richard has been in touch with different auction houses to try to see how they work and get background.

Richard has talked to Skinner. Joel Bohy from the Marlborough office says they will be holding an Americana sale in the spring 2018.

Richard said Christy’s will provide an online estimate. Their items were more Euro-centric.

Space Planning Update

MBLC’s Lauren Stara (librarian and architect) came in and toured the site. One idea was to turn the reference room across from the reference desk could make a good meeting room or trustees

room. We have a donor for furniture. That room would be a good fit for the size of the board and would free up the larger meeting room for the public.

Another possibility of using clear dividers for subdividing some spaces in the old periodical space. Richard is going to explore the details of the transition. The board expressed support for the idea.

Mike asked Mezzanine usage. Noreen said those shelves are customized for the collections they hold so reusing those areas would be very expensive.

Fines discussion update

Richard did investigate libraries with no fines.

The consensus was due to budget consideration we are not going to stop fine collection this year. The discussion will be continued periodically as we move forward.

Security review update

Continued to work with police to find a date to have them come out and review security.

Staff was surveyed, got some good insight. The staff said they generally feel safe in the building. Exploring a keypad on one of the external doors to allow staff to enter the building while keeping the building secure.

New Business

Bedford Flag appraisal

The flag was appraised in 1984. Richard talked with Victor regarding the level of insurance on the flag. The flag was also appraised in the early 1990's before the addition. Both Richard and Sharon McDonald, Town Historian, felt the estimate for insurance was low. Joel Bohy from Skinner came out and did a new appraisal for the flag which we have not yet received.

Other Business

One Book, One Bedford update

Robert Moses schedule still being worked on. The other details are being nailed down.

Three scheduled book review groups. Lisa Baylis will be doing a walking tour as part of one of the group reviews, going to sites locally that parallel the types of sites in the books. Emily and others met with Jon Sills to see how the program can be integrated into the school.

Books are all ordered (50 copies of the trilogy and 50 copies of book 3). They are in house and ready to go.

There was some concern on the meeting room would not be big enough for Dan Breen. Richard will look to see if the multi-purpose room would be available.

Friends of the Library Book Sale: September 22-24

Member preview on the Thursday night. Trustees are invited.

Friends will have a booth at Bedford Day.

Rachel reminded us that the MBLC grant information will be upcoming for LSTA grant. Richard said he will forward to the information on it once MBLC makes it available.

Elizabeth made a motion to adjourn, Abby seconded. The meeting adjourned at 8:22 pm .

Documents distributed: Secretary's Report (July 11, 2017); Director's Report (Sept 12th, 2017); August Summary in FY18 Budget Summary (dated Sept 11, 2017); August Statistics in FY18 Statistical Reports (dated Sept 12, 2017); July Statistics in FY18 Statistical Reports (dated August 14, 2017)