

Bedford Free Public Library
Library Trustees Minutes for Tuesday, July 10, 2018
7:00PM • Reference Room

Chair Emily Mitchell called the meeting to order at 7:02 PM.

Present

Trustees: Emily Mitchell, Chair, Rachel Field, Elizabeth Hacala, Robin Grace Silbert, Michael Pulizzi, Abby Hafer, Dennis Ahern.

Administration: Richard Callaghan, Library Director; Noreen O’Gara, Assistant Director.
Guests: Dot Bergin, *The Bedford Citizen*

The Chair asked if there were any public comments. None were forthcoming. Dot Bergin inquired about plans to use the funds from the sale of the Bowie knife.

Secretary’s Report

Rachel moved the minutes with minor corrections, and Mike seconded. The minutes passed unanimously.

Director’s Report

The Trustees reviewed the Director’s written report. In addition to the written report, the Trustees discussed:

- Problem with the phones in the elevators and the FAX machine (which are on the same line) not working due to connection difficulties. There are also problems with the staff phones after the switchover to the new Town system.
- The Children’s Summer reading program is off to a good start.
- Freegal music downloads are underutilized for the cost of the database. The Library is dropping the service since Hoopla fills the same need.
- Yearly patron foot traffic in the comparison report is underreported due to a problem with sensors on the doors. Looking into an upgrade of the system.
- Michael called attention to the new logo, feels guitar is too large.

The report was moved by Abby, seconded by Elizabeth and approved unanimously.

Unfinished Business

The Trustees discussed

- FY18 Budget wrap-up
- Space planning for new study rooms:
Interior walls should not be transparent to allow for some privacy. Height would be about eight feet. They are not intended to be soundproof. The Trustees looked at some photos of various designs.
Elizabeth moved and Robin seconded to proceed with proposal by KI. Vote was unanimous. Funds will be provided by the Library Corporation.

New Business

ALA conference review:

Michelle Obama was the opening speaker who was very good though a very long line to get in. Good conference but New Orleans in June was predictably hot.

Richard attended a forum on legal issues and a discussion of fine-free Libraries among other programs. The subject of fines will be an agenda item in September.

Other Business

Appointments - none.

Adjournment

The Board will not meet in August. Rachel made a motion to adjourn the meeting and Elizabeth seconded; it passed unanimously. The meeting was adjourned at 7:54 pm.

Meeting minutes are respectfully submitted by Dennis J. Ahern, secretary.

Documents distributed during the meeting: Agenda; Director's Report, Statement of Expenditures for June 2018; the monthly Statistical Report for June 2018; Annual Statistical Report