

Bedford Free Public Library Board of Trustees Minutes
Tuesday, September 11, 2018
7:00PM • Trustees Room

The Trustees reviewed and signed bills. Chair Emily Mitchell called the meeting to order at 7:05 PM.

Present

Trustees: Emily Mitchell, Chair, Rachel Field, Elizabeth Hacala, Dennis Ahern, Robin Grace Silbert, Michael Pulizzi. Administration: Richard Callaghan, Library Director; Noreen O’Gara, Assistant Director.

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

Secretary’s Report

Michael moved the minutes, and Rachel 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:

- Connection problems with the phone system are being worked on by FTG
- Staff received training on security issues and dealing with problem patrons
- Making staff area behind the circulation desk more secure
- More/better lighting in parking lot

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

Unfinished Business

Space planning/Study rooms project

- Study rooms project will be ADA compatible. Patrons will not have to sign up but use will be first come/first serve. No time limit.

Fines discussion

- Other Libraries have been discussing fines. Should we ask the Town to consider changing the method of fine distribution between the library and the town. The first \$17,000 goes to the Town.

LSTA grant

- Approved for Minds In The Making children’s program. Funding should arrive at the beginning of October.

New Business

Remote participation guidelines

- Selectmen have not yet decided to do this. They would not want it to be a regular practice. A quorum and the chair must be physically present.

Tree replacement

- Ornamental pear tree that was outside Richard’s office window needs to be replaced. Richard asked for suggestions and Rachel will send him some suitable choices.

Other Business

Friends of the Library Book Sale:

- September 21-23 Bedford Day.

Robin proposed a scholarship using money from the sale of the Bowie knife.

- There was a question as to whether this was allowable. No action taken.

Adjournment

Rachel made a motion to adjourn the meeting and Robin seconded; it passed unanimously. The meeting was adjourned at 8:09 pm.

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

Documents distributed during the meeting: Agenda, Director's Report, Remote Participation Policy, Statement of Expenditures for July and August 2018; the monthly Statistical Report for July and August 2018.