

Bedford Free Public Library
Library Trustees Minutes for Tuesday, October 9, 2018
7:00PM • Reference Room

The Trustees reviewed and signed bills. Vice-Chair Elizabeth Hacala called the meeting to order at 7:05 PM.

Present

Trustees: Rachel Field, Elizabeth Hacala, Dennis Ahern, Michael Pulizzi, Abby Hafer.

Absent: Robin Grace Silbert

Emily Mitchell, Chair joined the meeting at 7:10.

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

Guests: Dot Bergin, *The Bedford Citizen*, Erica Liu, Finance Committee

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

Secretary’s Report

Rachel moved the minutes, and Mike seconded. The minutes passed with Abby abstaining.

Director’s Report

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

- Richard met the new Town Manager and will be giving her a tour of the Library.
- Replacement tree is a tulip poplar. It grows tall but does not spread out
- League of Women Voters will host a Sunday, November 18 reception for the public to meet new Town Manager Sarah Stanton.
- Outdoor light posts along the Jenks Trail have been installed.
- Board discussed lighting in the parking area.
- Elizabeth conveyed our wishes for a speedy recovery to Ray Barry, building manager who is out on medical leave.
- Elizabeth presented her mom, Meredith McCulloch with the original reading room dedication sign.

Emily moved the Director’s Report, and Abby seconded. The Director’s Report passed unanimously.

Unfinished Business

- Study Room Project: Working with KI on power options. Design is ADA compliant, and we will be discussing final specs on Thursday October 11th. Installation scheduled for December.
- LSTA grant (federal) for children's room. Grant for \$10,000. Funds are arriving this week so Bethany has begun ordering materials for the project. Bethany will report on the grant at a future Trustees meeting.

New Business

- As November 13th is special town meeting, Trustees will move their meeting time to 6 p.m. Rachel moved and Emily seconded. Approved unanimously.
- Capital Expenditures: The Board discussed slated capital projects including the HVAC design/repairs, carpet replacement, and possible repair of front steps. Rachel asked if the steps could be granite.

Other Business

- The beekeepers came and reduced the hive for the winter; bees have been very healthy so far this year.

Adjournment

Rachel made a motion to adjourn the meeting and Abby seconded; it passed unanimously. The meeting was adjourned at 7:57 pm.

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

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