

Bedford Free Public Library
Library Trustees Minutes for Monday, January 7, 2019
7:00 PM • Reference Room

The Trustees reviewed and signed bills. Chair Emily Mitchell called the meeting to order at 7:02 P.M.

Present

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

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

Guests: Erica Liu, Bedford Finance Committee liaison; Gyasi Burks-Abbott, intended candidate for Library Trustee.

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

Secretary’s Report

Mike moved the November minutes, with minor changes and Emily seconded. Abby moved and Robin seconded the December minutes with Elizabeth abstaining. The November and December minutes passed unanimously.

Director’s Report

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

- Received our first state aid check
- Saturday January 12th there will be a memorial service for long-time patron and former treasure of the Friends of the Library - Rick Spofford.
- Federal shutdown does not affect us directly though several museums in our pass program are closed.
- We are number one in circulation in the Commonwealth among libraries of our size population (10-15k).

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

Unfinished Business

Reviewed two proposed FY2020 budgets: The first with a 2.5% increase and a 2.25% COLA and the second with a 3.5% increase with a 2.25% COLA. The second budget is 12k to 13k more. Elizabeth moved and Robin seconded the 3.5% increase budget, passed unanimously.

New Business

The purchase order for the study room project has been approved by Town Hall and sent to KI to begin the manufacturing process. There is an eight week estimate for project manufacture. Delivery and installation expected during late March.

Other Business

Town Charter and by-laws review: The Board wants to be aware of any changes concerning the governance of the library.

Emily was the lucky winner of the jar of honey from the library bee hive.

Adjournment

Elizabeth made a motion to adjourn the meeting and Rachel seconded; it passed unanimously. The meeting was adjourned at 7:58 pm.

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

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