

Bedford Free Public Library
Library Trustees Minutes for Tuesday, October 8, 2019
7:00 PM • Reference Room

The Trustees reviewed and signed bills. Chair Elizabeth Hacala called the meeting to order at 7:06PM.

Present

Trustees: Chair Elizabeth Hacala, Alma Hart, Abby Hafer, and Mike Pulizzi. Other attendees: Erica Liu, Dot Bergin, Emily Mitchell.

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

The September minutes were approved. Mike moved and Abby seconded.

Director’s Report

The Trustees reviewed the Director’s written report.

Other matters discussed: Letter from Bedford VA Clinical Librarian thanking the Library for donating its expired magazines to the veterans and praising the staff for their extraordinary efforts and organization on the project.

The report was moved by Alma, seconded by Mike, and approved unanimously.

Unfinished Business

- Charter and Bylaw Review Committee - Richard and Elizabeth reported on the review of all independent Boards. There will be no changes to our board.
- HVAC project update: Plans are being made to replace equipment over the next years. Adding solar to the building is not currently part of the plan.
- EBook Publishers - Richard, as President of Minuteman, sent a letter to MacMillan and Blackstone explaining our position on the embargo.
- Outdoor Improvements - 90% of the outdoor painting is completed. Richard reported his conversation with the Library Art Steering Committee regarding murals on the blank walls outside the main doors using either tiles or street art style painting.

New Business

- ADA/Accessibility questions. Main restroom doors need adjustment to open with less pressure. Perhaps the restroom beyond the Circulation desk should be changed to make the door easier to open.
- Trauma/stop the bleed kits. The Board of Health has received the kits to place in public buildings. The library will place them in accessible places that are not in clear view of the public.

Other Business

- Monday November 4th, Special Town Meeting
- Monday November 11th, closed for Veterans Day
- Appointments

Adjournment

Mike made a motion to adjourn the meeting and Abby seconded; it passed unanimously. The meeting was adjourned at 7:50 pm.

Meeting minutes are respectfully submitted by Alma Hart, Secretary.

Documents distributed during the meeting: Agenda; Director's Report, Statement of Expenditures for September 2019; the monthly Statistical Report for September 2019.