

Bedford Free Public Library
Library Trustees Minutes for Tuesday, November 12, 2019
7:00 PM • Reference Room

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

Present

Trustees: Chair Elizabeth Hacala, Robin Grace Silbert; Alma Hart, Abby Hafer, Rachel Field, Mike Pulizzi, Dennis Ahern. Other attendees: Emily Mitchell, Selectboard liaison. 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: The first amendment audit being conducted by citizens around the state to check on video recording restrictions in public places. The library had a visit from a pair of videographers but had no problems.

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

Unfinished Business

- Charter and Bylaw Review Committee - No changes made in the Charter. Bylaws are being reviewed and no changes are expected. Rachel suggested changing the wording of 12.3 to “oversee the administration of” from “administer.” Change was voted on and passed unanimously.
- EBook Publishers - Detailed discussion of MacMillan publishing house embargo.
- HVAC project update- Facilities will present project requirements to Capital Expenditures Committee this week.
- Outdoor Improvements - Leaf removal and gutter cleaning is scheduled.
- Rachel reported her discussion with the Cultural Council regarding applying for State Funds for public art. Also the Town Arts and Cultural Working Group may provide another avenue.

New Business

- FY21 budget preparation: Budget draft ready in December.
- Chinese Collection update: Staff member Shiouh-lin Chang has been acquiring new books and weeding out the older materials that have not been circulating. A popular collection appreciated in the community.

Other Business

- Thursday November 28th and Friday November 29th: Closed for Thanksgiving.
- December 7&8: Friends of the Library Annual Meeting and Book Sale. Saturday member's sale 11am to noon.
- Mass. Library Trustees Association Annual Meeting in Shrewsbury, Saturday November 16th.
- Annual Holiday for Board and Staff will be Friday, December 13th 6pm, at Robin's house.

Adjournment

Robin made a motion to adjourn the meeting and Rachel seconded; it passed unanimously. The meeting was adjourned at 8:02 pm.

Meeting minutes are respectfully submitted by Alma Hart, Secretary.

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