

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

The Trustees reviewed and signed bills. Chair Elizabeth Hacala called the meeting to order at 7:04 PM.

Present

Trustees: Chair Elizabeth Hacala, Robin Grace Silbert; Alma Hart, Rachel Field, Mike Pulizzi. 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

Rachel moved the secretary’s report as amended. Mike seconded. Board approved 4-0-0.

Director’s Report

The Trustees reviewed the Director’s written report.

Other matters discussed:

Bedford by the Book: Library site links to titles about Bedford history.

Bedford Minuteman requested a list of most circulated books for the year.

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

Unfinished Business

- FY21 budget review: Motion to approve the budget made by Alma, seconded by Rachel. Unanimously approved.

New Business

- Automatic renewals: Minuteman has approved automatic renewals for physical items if there are no holds and the patron card is in good standing.

Other Business

- Suggestion to acquire an iMac for patrons to work on graphics & other projects
- Wednesday morning December 18th, the Library closed for MIIA training for staff. Library will open at 1:00pm.
- Town Caucus is Tuesday, January 7th, 7pm at Town Hall.
- Library of Things: Perhaps getting suggestions from medical professionals for medical devices.
- Annual Holiday get together for the staff and the Board (sponsored by the Friends) will be Friday, December 13th 6pm, at Robin’s house, 22 Page Rd (on the Lexington end).

Adjournment

Robin made a motion to adjourn the meeting and Alma seconded; it passed unanimously. The meeting was adjourned at 7:55 pm.

Meeting minutes are respectfully submitted by Alma Hart, Secretary.

Documents distributed during the meeting: Agenda; Director’s Report, Statement of Expenditures for November 2019; the monthly Statistical Report for November 2019 and the CFY21 budget.