

Bedford Free Public Library
Library Trustees Minutes for Tuesday, July 14, 2020
7:00 PM • Online Meeting via Zoom

Chair Elizabeth Hacala called the meeting to order at 7:06 PM.

Present: Trustees: Chair Elizabeth Hacala, Robin Grace Silbert; Abby Hafer (joined late), Alma Hart, Rachel Field, Mike Pulizzi, Dennis Ahern.

Other attendees: 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 June minutes were reviewed and approved. Robin moved for approval, Seconded by Dennis. Roll call vote. Ayes: Elizabeth, Rachel, Mike, Robin, Dennis. Alma abstained.

Director’s Report

- Summer Reading Programs continue through July with Zoom storytimes, and Zoom Game Time.
- Take and Make online crafts time with patrons picking up supplies through curbside service.
- Several online musical programs are planned.
- The current art exhibit was placed online in a slideshow on the website thanks to the efforts of reference librarian Jess Dymont.
- The adult and teen book chats continue online each week.

Budget Report

The FY2020 budget has been closed.

The report approval was moved by Mike, seconded by Robin. Ayes: Dennis, Rachel, Alma, Mike, Robin, Elizabeth. Approved. Abby had not yet arrived.

Unfinished Business

Curbside service is working well though very labor intensive. The 80 slots per day are almost always used. When books are returned they must sit in quarantine for 72 hours. Patrons have asked about the delay in their accounts showing the books as returned. Starting July 23rd there will be Thursday evening pick-up available (5:30-7:30).

Budget material print book funds are being used for Hoopla and Overdrive.

No fines are being collected through the Covid-19 period. It will be revisited in August during discussions of reopening plans.

Hoopla and Overdrive are successfully exploding with new users.

Annual Town Meeting: FY21 budget approved though without a merit increase so the original guideline

from the Finance Committee was reduced.

Wireless upgrade installation was completed. We may have to upgrade our bandwidth to accommodate growth in use. We will be installing a new firewall this month.

No specifics yet on water fountain replacement. We have completed painting projects, Plexiglas has been readied for installation, and cleaning is ongoing.

New Business

The Library does not expect to reopen on even a limited basis until after Labor Day, at the earliest. The Children's Room will not be open for the foreseeable future. We may open the reference area to computer and study room use on an appointment basis. We are working with Town Hall and the Health Department to coordinate on any possible reopening.

Other Business

Discussion of holiday closings the 2020-21 calendar. Abby moved to approve it with one change regarding closing the weekend immediately after Christmas. This will be revisited in the fall.
Mike seconded. Ayes: Dennis, Rachel, Alma, Robin, Elizabeth. Approved.

No Friends of the Library book sale this fall as town events have been cancelled.

Next Meeting: August 11, 2020.

Adjournment

The meeting was adjourned at 8:25 pm.

Alma made a motion to adjourn the meeting and Rachel seconded.

Ayes: Dennis, Rachel, Abby, Alma, Mike, Robin, and Elizabeth.

Meeting minutes are respectfully submitted by Alma Hart, Secretary.