

**Bedford Free Public Library**  
**Library Trustees Minutes for Tuesday, August 11, 2020**  
**7:00 PM • Online Meeting via Zoom**

Chair Elizabeth Hacala called the meeting to order at 7:04 PM.

**Present**

Trustees: Chair Elizabeth Hacala, Robin Grace Silbert, Abby Hafer, Alma Hart, Rachel Field, Mike Pulizzi, Dennis Ahern.

Other attendees: Dot Bergin, Emily Mitchell, Erica Liu.

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 July minutes were reviewed and approved. Rachel moved for approval, Seconded by Abby. Roll call vote: Ayes: Elizabeth, Rachel, Mike, Robin, Dennis, Abby, Alma.

**Director’s Report**

- Summer Reading Programs continue in August 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 Children’s Room staff installed a Storywalk trail around the outside of the building. The trail features laminated pages from a children's book, *Cat’s Colors* by Airlie Anderson, which are attached to wooden stakes. Kids can enjoy a story while outside the building.
- The adult and teen book chats continue online.

**Budget Report**

Early in the fiscal year, budget on track.

The report approval was moved by Mike, seconded by Alma. Ayes: Dennis, Rachel, Abby, Alma, Mike, Robin, Elizabeth.

**Unfinished Business**

Contact Free Curbside pickup - update: Pickup times maxed out every day. Thursday nights are popular. Saturday mornings will start on September 12th. Curbside times may shift to accommodate the school bus schedules once classes begin in the middle of September.

Potential Library reopening (State Phase 3, Step 1) - Perhaps not September, because of the potential uptick in Covid cases. The staff also needs to concentrate on curbside pickup.

Building Improvements - new LED light fixtures outside under the overhang near main entrance.

The Wi-Fi upgrade project was completed in July. The Edward L. Stickney fund (part of the Library Corporation) financed the project.

### **New Business**

Fines Discussion - We are still not charging patrons fines. We will most likely not impose fines until the library reopens. Motion made to table the discussion until reopening plans are final.

Motion made by Rachel, seconded by Mike. Ayes: Dennis, Rachel, Abby, Alma, Mike, Robin.

### **Other Business**

Friends of the Library: Preparing book bundles for online sales.

Next Meeting: September 8th, 2020.

### **Adjournment**

The meeting was adjourned at 7:56 pm. Robin made a motion to adjourn the meeting and Mike seconded. Ayes: Dennis, Rachel, Abby, Alma, Mike, Robin, and Elizabeth.

*Meeting minutes are respectfully submitted by Alma Hart, Secretary.*

*Documents distributed during the meeting: Agenda; Director's Report, minutes, finance and statistics*