

**Bedford Free Public Library**  
**Library Trustees Minutes for Tuesday, February 9, 2021**  
**7:00 PM • Online Meeting via Zoom**

Chair Elizabeth Hacala called the meeting to order at 7:07 PM.

**Present**

Trustees: Chair Elizabeth Hacala, Robin Grace Silbert, Abby Hafer, Alma Hart, Mike Pulizzi, Dennis Ahern. Rachel Field joined at 7:12 PM. Other attendees: Dot Bergin, Emily Mitchell. Bedford TV recording the meeting for public broadcast.

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 January minutes were reviewed and approved with minor correction. Abby moved for approval, Seconded by Robin. Roll call vote: Ayes: Elizabeth, Mike, Robin, Alma, Abby. Abstain: Dennis. 5:0:1

**Director’s Report**

- Children’s Room programs for preschoolers, ABC Alphabits and Zoom story times, continue as does Sarah Gardner’s virtual family music concerts. Nearly all of the 60 DIY craft kits are picked up each session.
- Statistics show patrons are accessing the Library website and the Friends online frequently.
- Bob and the custodians have been busy keeping up with snow removal.
- Tax return help from the AARP will be starting up a little later than usual this month (February 15th) due to changes in the tax code. It will be a remote program with patrons getting their taxes completed online. We have not received all of our printed tax forms yet but we will be putting them out for patrons after the 15th. We can print other forms for patrons to pick up. Instructions are too lengthy (40 to 80 pages) to print but can be viewed online.

The report approval was moved by Mike, seconded by Alma. Ayes: Dennis, Rachel, Abby, Alma, Mike, Robin, Elizabeth. 7-0-0

**Unfinished Business**

- FY22 Budget Review - We met with the Finance Committee on January 14<sup>th</sup> to review the proposed budget.
- Contact Free Curbside pickup - Lexington has restarted curbside today, which is going to relieve the burden on our staff. The snow days have caused extra work. It is easier to cancel a pickup and have the patron reschedule than to update a pickup.
- Carpeting installation - completed on schedule. They have repaired some cracked tiles. Staff are shelving the books and weeding them as we go.
- Children’s Room Project update - We are going to replace some shelving and worn and damaged countertops. Shelving in the picture area will be movable to create another storytime space.

### **New Business**

- The Bedford Index - Rand has posted full text digitized versions of out of copyright books about Bedford history.

### **Other Business**

Town Election: League of Women voters having an online forum of the candidates on February 28th.

- Next Meeting: Tuesday March 9th, 2021

### **Adjournment**

The meeting was adjourned at 7:43 pm. Dennis made a motion to adjourn the meeting and Robin seconded. Approved 7:0:0.

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

*Documents distributed during the meeting: Agenda; Director's Report, six month Budget report.*