

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

Chair Elizabeth Hacala called the meeting to order at 7:03 PM.

**Present**

Trustees: Chair Elizabeth Hacala, Robin Grace Silbert, Abby Hafer, Alma Hart, Mike Pulizzi, Dennis Ahern. Rachel Field. Other attendees: Dot Bergin, Emily Mitchell, Erica Liu. Chelsea Conroy is recording the meeting for public broadcast on Bedford TV.

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 February minutes were unavailable at the start of the meeting. The February minutes will be reviewed in the April meeting.

**Director’s Report**

- Spring Peeps Competition - contestants will submit photos of their entry.
- The Children’s Room has been awarded a grant from the Cultural Council for six story walks that can be displayed on a rotating basis on the library grounds.
- Statistics show patrons are accessing the Library and the Friends online frequently. We are at about half the rate of material circulation as last year.
- Tax return help from the AARP has started up. It is a remote program with patrons getting their taxes completed online.

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

**Unfinished Business**

- Finance Committee Meeting Review - Library HVAC project recommended 9-0-0. It will need to be approved at Town Meeting on May 15<sup>th</sup>.
- Outdoor Contact Free Curbside Pickup will begin April 5th.
- Library reopening discussion - Cautiously optimistic that the Library may open to patrons in the spring, possibly May. Richard would like all the staff vaccinated before opening. Possibly we will have outdoor story time this summer.
- Charter Commission update - According to the bylaws, Trustees are able to fill board vacancies until Town elections.

**New Business**

- Collection Development/Diversity Audit - Looks for areas in the collection that need more representation. Once gaps in the collection are determined the librarians will select materials to improve those subject areas.

### **Other Business**

Town Election - Saturday March 13, 2021

- Appointments - None
- Next Meeting: Tuesday April 13, 2021

### **Adjournment**

The meeting was adjourned at 8:12 pm. Rachel made a motion to adjourn the meeting and Dennis seconded. Rachel, Abby, Alma, Elizabeth, Dennis, Mike, Robin: Approved 7-0-0.

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

*Documents distributed during the meeting: Agenda, Director's Report, Charter and Bylaw (page 12), Feb21 Expenditures, Feb21 Statistics*