

**Bedford Free Public Library**  
**Library Trustees Minutes for Tuesday, September 21, 2021**  
**7:00 PM • Online Meeting via Zoom**

Chair Mike Pulizzi called the meeting to order at 7:19. Please note this meeting was rescheduled from September 14<sup>th</sup> due to illness.

**Present**

Trustees: Chair Mike Pulizzi, Abby Hafer, Alma Hart, Rachel Field, Fahad Alden. Other attendees: Erica Liu, Finance Committee, Dot Bergin, Bedford Citizen. Not in attendance: Elizabeth Hacala, Robin Grace Silbert  
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 and July minutes will be reviewed at the next meeting.

**Director’s Report**

- The new teen social worker for the town, Mackenzie Comeau stopped by to introduce herself to the staff. Mackenzie will be at the library on a couple of Wednesdays each month to offer services to teens.
- Unfortunately for the library children’s/reference library Jess Dymont has found a full-time position as the youth services librarian in Westford. We were sorry to lose Jess but we wish her luck in her new position. We did hire Darshana Merchant, who previously worked at the library to fill some of Jess’s hours. Darshana, who also works at Watertown, will start later this month.
- The director reported that a closure of the building on Thursday, August 12 was due to a lack of staffing. The library closed from 6-9 pm that evening. The last minute decision was prompted by several medical issues (non-COVID). The library reopened the next day.  
The report approval was delayed until the October meeting.

**Unfinished Business**

- COVID 19 status update: The town requested everyone in public buildings above the age of two be required to wear masks due to the uptick in infection rates in the area. The requirement went into effect on August 27<sup>th</sup>.
- HVAC project: We expect the project to commence in the spring.
- Children’s Room project: We are still waiting on the shelving.

**New Business**

- Public computer system/wireless printing - The director described the new public computing system (Userful) and the new wireless printing system (Princh). Due to some software conflicts we were unable to offer 10 free pages as we had in the past so printing was set at 10 cents a page. The board discussed the merits of offering some type of free printing for the public. Fahad Alden made a motion

- that “Printing be free until January 2022 with appropriate signage” The motion was approved 4-1 (Yes: Fahad Alden, Rachel Field, Abby Hafer, Alma Hart), (No: Mike Pulizzi).
- Sunday opening schedule - we expect to be open on Sundays beginning October 17<sup>th</sup>. Rachel requested more information on staff turnover during the pandemic. We will put staffing on the agenda for October.

### **Other Business**

- Bedford Day was a big success with 720 patrons in the building.
- The Friends book sale on Bedford Day was a great success. The Friends made over \$4000 which was record for a single day!

Next Meeting: Tuesday October 12th, 2021

### **Adjournment**

The meeting was adjourned at 8:24 pm. Rachel made a motion to adjourn the meeting and Alma seconded: Approved 5-0-0.

*Meeting minutes are respectfully submitted by Fahad Alden.*

*Documents distributed during the meeting: Agenda, Director's Report, and July/August 2021 Expenditures, July/August 2021 Statistics.*