

Bedford Free Public Library
Library Trustees Minutes for Tuesday, December 14th, 2021
7:00 PM • Online Meeting via Zoom

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

Present

Trustees: Elizabeth Hacala, Alma Hart, Rachel Field, Fahad Alden, Robin Grace Silbert, Abby Hafer (7:35), Mike Pulizzi (7:42)

Other attendees: Dot Bergin, Bedford Citizen. Emily Mitchell, Selectboard liaison

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 November minutes were approved: Moved by Rachel, seconded by Alma. Ayes: Rachel, Alma, Fahad, Elizabeth, Robin: Vote 5-0-0.

Director’s Report

- Richard contacted BHS principal Heather Galante about the crowded parking lot. She will work with the school resource officer to make sure students and teachers park in their designated areas so library patrons are able access the building.
- The library has been certified for state aid this year, thanks to Janel’s hard work compiling statistics and submitting the financial documents.
- Pam has been busy at the reference desk providing notary services to patrons. It is especially vital service as there is no longer a notary at Town Hall.
- Reference librarian Carla Bradford has returned to work after being out with a medical issue. We are glad to have her back!

The December Director’s Report was approved: Moved by Robin, seconded by Fahad. Ayes: Fahad, Rachel, Elizabeth, Alma, Robin: Vote 5-0-0.

Unfinished Business

- COVID 19 status update: The Friends decided to cancel their holiday book sale due to the uptick in cases. Richard described an incident with two patrons who did not want to wear their masks. After several warnings, they were asked to leave and the police were called.
- Plumbing issues: the board discussed the bottle filling station. They voted the purchase of the bottle filling station using State Aid or COVID funds. Moved by Rachel, seconded by Robin. Ayes: Fahad, Rachel, Elizabeth, Alma, Robin, Abby: Vote 6-0-0.
- FY23 Budget: Richard reviewed the draft of the FY23 budget proposal. The budget is focused on salary line items and includes an increase for the library pages to meet the state minimum wage. The Board will vote on the budget at the January meeting.

New Business

- LABBB student program: Noreen reviewed the new program with the LABBB Special Education Collaborative. LABBB students will be coming over to the library to volunteer on Tuesdays and Thursdays.
- Town Caucus: Elizabeth, Abby, and Alma's terms are up in 2022. There will be a town caucus on Tuesday January 4th at the Town Hall.

Other Business

- The Friends of the Library annual meeting was on Saturday December 4th at 10 am via Zoom. The membership reelected the current officers. Robin is stepping down from the board but will still be a member of the Friends.
- The Library is scheduled to meet with the Finance Committee on Thursday, January 13th at 7 pm.

Next Meeting: Tuesday January 11th, 2022

Adjournment

The meeting was adjourned at 8:09 pm. Abby made a motion to adjourn the meeting and Fahad seconded: Approved 7-0-0.

Meeting minutes are respectfully submitted by Fahad Alden.

Documents distributed during the meeting: Agenda, Director's Report, November minutes, November 2021 Expenditures, November 2021 Statistics, and a draft FY23 budget.