

**Bedford Free Public Library**  
**Library Trustees Minutes for Tuesday, March 8th, 2022**  
**7:00 PM • Online Meeting via Zoom**

Chair Mike Pulizzi called the meeting to order at 7:04.

**Present**

Trustees: Mike Pulizzi, Elizabeth Hacala, Abby Hafer, Fahad Alden, Robin Grace Silbert, Alma Hart.

Other attendees: Emily Mitchell, Selectboard liaison, Padma Choudry, Trustee Board candidate

Administration: Richard Callaghan, Library Director. Noreen O’Gara, Assistant Director.

Public comments: The Chair thanked Alma Hart for her service on the board and wished her good luck in her future endeavors. Alma thanked the board and the staff for their continued work on behalf of the library.

**Secretary’s Report**

The February minutes will be reviewed and approved at the April meeting.

**Director’s Report**

In addition to the printed report, Elizabeth mentioned that Pole Capping will be on April 9<sup>th</sup> and would the Bedford Flag be available for viewing. The Director will contact Sharon McDonald to see if she can do tours of the flag after the Pole Capping ceremony. Richard mentioned that the MBLC suspended the hours open requirement during FY22. Richard and Noreen will be heading to the Public Library Association Conference in Portland at the end of the month. The March Director’s Report was approved: Moved by Abby, seconded by Robin. Ayes: Fahad, Elizabeth, Robin, Abby, Mike, Alma: Vote 6-0-0.

**Unfinished Business**

- COVID 19 status update: The mask mandate has been suspended by the Board of Health. The Youth and Family Services Department asked the library to use the meeting room for a program on suicide prevention training on April 27<sup>th</sup>.
- HVAC Design project meeting: Richard met with Northeast Engineering who is designing the HVAC project. They will in the building weekly during the next couple of months. Elizabeth asked about some damage to the windowsills in the children’s room and did it have to do with the HVAC pipe break in 2015. Richard sad he would check with Bethany.

**New Business**

- Annual Town Meeting: Town meeting begins on March 28<sup>th</sup> and is expected to go for two nights. In addition to the budget the library has the replacement of elevator controls in the capital article. Emily mentioned that masks would be required for all in attendance.
- Author visits: The board discussed Fahad’s letter to encourage more author visits to the library. Fahad especially wanted more local authors and perhaps we could have a panel of local authors like we have had in the past. Noreen mentioned that we are

working with Sudbury and Wayland on a program featuring author Gish Jen which will be in the fall. It was also noted that BHS will have YA author Jennifer DeLeon next month. We have purchased additional digital copies of her book.

- Plan for the performance review of the director: as soon as Richard gets the forms, he will send them along to the Chair.

### **Other Business**

April Trustee meeting - We are waiting for the state and the town to issue guidelines on the remote meeting provision which expires April 1.

Next Meeting: Tuesday April 12th, 2022

### **Adjournment**

The meeting was adjourned at 7:56. Robin made a motion to adjourn the meeting and Abby seconded: Approved - Ayes: Fahad, Elizabeth, Robin, Abby, Mike: 5-0-0.

*Meeting minutes are respectfully submitted by Fahad Alden.*

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