

**BEDFORD PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
October 12, 2018**

A regular meeting of the Bedford Public Library Board of Trustees was held on October 12, 2018 in the NH Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Phil Greazzo (Town Councilor and Library Budget Liaison), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:10 a.m.

**Secretary's Report** – Minutes from the September 14, 2018 meeting were accepted and approved.

**Treasurer's Report** – The Treasurer's report was reviewed and accepted. The following gifts were accepted by the Trustees: Garden Club for magazine subscriptions - \$101.96.

**Director's Report** – See attached.

**Old Business:**

**Carpet Project** – We received two bids this week. Goedecke was the winning bid, but the amount was more than was set aside in the CIP. Mary Ann will follow up with Jeff Foote and Rick Sawyer.

**Walkway** – The RFP has gone out.

**Skelly donation** – Several of the other beneficiaries have joined together to contest the executor fees.

**Account set up** – Ed set up the account with Fidelity.

**New Business:**

**Risk Assessment** – Mary Ann met with two members of the Bedford Police Department to discuss the findings from their risk assessment. We will be holding staff trainings in the upcoming months.

**Town of Bedford Master Plan** – There will be a series of events coming up in early November if there is interest in participating.

**Fines on DVDs** – A discussion at the staff training day addressed circulation and fines policies. A suggestion was made to reduce the fines on “not new” DVDs from \$1.00 per day to 10 cents per day.

**Motion:** Walter moved that the DVD fine rate change from \$1.00 per day to 10 cents per day after DVDs are no longer new. Tony seconded. Motion passed unanimously.

The next meeting will be held on Friday, November 9, 2018 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:05 a.m.

Respectfully submitted,  
Mary Ann Senatro  
Library Director

Miriam Johnson  
Assistant Director