

BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
December 13, 2018

A regular meeting of the Bedford Public Library Board of Trustees was held on December 13, 2018 in the NH Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:07 a.m.

Secretary's Report – Minutes from the November 9, 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: TD Bank for Story Time Carpet - \$500.00.

Motion: Ed moved that the Trustees not renew the CD which is up for renewal in December. Walter seconded. Motion passed unanimously.

Director's Report – Mary Ann gave an update on library activities and summarized the programs being offered in January for children and adults. There are many new children's offerings including those on nights and Saturday. Upcoming program for adults include "Ask a Muslim Anything" and Bullet Journaling. Emily has been elected to a NELA Junior Director position. She and Caitlin are also on the board of the NHLA. We will be working with BCTV to film some segments on the library.

Old Business:

Budget 2018 – Mary Ann distributed a summary of YTD expenses.

Budget 2019 – The budget workshop was held in November. Personnel impacts include making an assistant librarian full time, and adjustments for department head level librarians. The other big item was a request for new AV equipment for the McAllaster Room. Last night was the final budget meeting before public hearings. The AV equipment was cut from the budget. We will revisit this next year. Several other libraries have the touch screen set up if we want to go visit them to see the equipment.

Carpet Replacement Lower Level – The carpet project is underway. The staff is working on reorganizing the picture books into neighborhoods, such as "things that move." We are a little ahead of schedule. The McAllaster Room will be next, followed by the Richmond Room and then the gallery. They did extensive moisture testing and are sealing the concrete as they go.

Walkway – The project will be in the spring.

Skelly donation – There will be a hearing in January.

Staff Party – Thank you for a lovely staff party.

Police Safety Training – We had a staff training in November. They will come back for another building specific training. The assessment was distributed to the Trustees, and there are some recommendations for equipment. Mary Ann will prioritize a list.

New Business:

Exterior Maintenance – Bob Brooks was in yesterday and expressed concerns about the walkway, the exterior painting, and the landscaping. We will be addressing this in the spring.

Friends of the Library – The next concert will be a children's program in February. At their last meeting they invited Grace to talk about children's initiatives. They are interested in funding some items for the children's room.

Van delivery service – Our GMILCS courier service fired us several weeks ago. Our GMILCS staff has been working on finding a replacement. Today there is a meeting to review proposals from other vendors. The pricing will be higher.

Lighting – Our electrician will be in on Monday to replace some of the lights that are out. Ed has been interested in replacing lights with LED. There is not a town wide plan yet, so Mary Ann will talk with Peter about moving forward with LED replacements.

The next meeting will be held on Friday, January 11, 2019 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:25 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director