

**BEDFORD PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
August 20, 2019**

A regular meeting of the Bedford Public Library Board of Trustees was held on August 20, 2019 in the New Hampshire Room. In attendance were Walter Gallo (Chair), Pam Van Arsdale (Treasurer), Tony Frederick (Trustee), Mary Ann Senatroy (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:04 a.m.

**Secretary's Report** – Minutes from the July 9, 2019 meeting were accepted and approved.

**Treasurer's Report** – The Treasurer's report was reviewed and accepted.

**Acceptance of Gifts** –

Public hearing for the acceptance of a bequest from Donald Skelly as per the provisions of RSA 202-A:4-c.

**Motion** by Walter to open the public hearing. Seconded by Tony. Vote taken – Motion passed unanimously.

Mary Ann reviewed the staff report with background regarding the bequest. Wayne Donald and Jane Skelly lived in Bedford in the 1990's. Jane Skelly was a library volunteer. Jane passed away in Vonore, TN in 2015 and Wayne on January 8, 2018. The attorney for the estate, Loren E. Plemmons, contacted the Bedford Library in early 2018 to notify the Library Trustees that the Bedford Library was named in the will as a 5% beneficiary. The notice for the public hearing was posted in the library and in the Bedford Journal/Cabinet Press newspaper on Friday, July 26, 2019. The amount of the partial distribution is \$25,593.00.

**Motion:** Walter moved to accept the partial distribution of \$25,593 from the estate of Donald Skelly to the Bedford Public Library. The Treasurer of the Library Trustees will deposit the money in accordance with the Investment Policy of the Library Trustees in the Fidelity Money Market Account. Tony seconded. Motion passed unanimously.

**Motion** by Walter to close the public hearing. Seconded by Pam. Vote taken – Motion passed unanimously.

**Director's Report** – See attached.

**Old Business:**

**Walkway** – The walkway has been installed.

**Trustee alternate and by-laws** – Walter spoke with Jerry about becoming an alternate trustee.

**Motion:** Walter moved that Jerry Hanauer be appointed as an alternate trustee. Tony seconded. Motion passed unanimously.

Mary Ann will put together a staff report for the Town Council to request that the appointment be made at a meeting in September or early October.

**Motion:** Walter moved that the Trustees approve the by-laws as amended and presented. Pam seconded. Motion passed unanimously.

**Bench** – Mary Ann shared information about benches that Parks and Rec has at the Common. The wooden benches cost \$3,065. The Trustees prefer the style of a flat granite slab. Mary Ann will look for pricing.

**New Business:**

**Staffing** – Grace has given her resignation and her last day will be on August 27. We will ask Carla to fill in as department head in the interim. This summer we had two staff members in the children's room on Saturdays, and we plan to continue that next summer.

**Budget 2020** – The budget process has started. Mary Ann distributed the goals and objectives. The next step is staffing, which has minimal changes. The operating budget is the next phase, which Mary Ann distributed.

Increases were discussed. Other items to consider for trustee funding or foundation requests were discussed. The Town Council liaison for the library is Denise Ricciardi, and she will meet with Mary Ann later in the fall.

**Investment Policy** – The policy was distributed for review. It will be discussed at the next meeting.

The next meeting will be held on Tuesday, September 24, 2019 at 9:00 a.m. in the New Hampshire Room. The meeting adjourned at 11:10 a.m.

Respectfully submitted,  
Mary Ann Senatro  
Library Director

Miriam Johnson  
Assistant Director