

**BEDFORD PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
December 9, 2021**

A regular meeting of the Bedford Public Library Board of Trustees was held on December 9, 2021 in the McAllaster Room. In attendance were Pam Van Arsdale (Chair), Walter Gallo (Trustee), Jerry Hanauer (Treasurer), Catherine Rombeau (Alternate Trustee), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). Peter Barbuto (Facilities Manager) joined the meeting from 9:32 a.m to 9:45 a.m. The meeting was called to order at 9:32 a.m.

**Secretary's Report** – Minutes from the November 19, 2021 meeting were accepted and approved.

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

**Acceptance of Gifts** – The following gifts were accepted: Judith MacLellan for books in honor of her grandchildren – \$100.00.

**Motion:** Pam made a motion to accept the gift, Jerry seconded. The motion passed unanimously.

**Director's Report** – See attached.

**Old Business:**

**Budget 2021 and 2022** – Brief update on the budget. The tent has been ordered.

**New Business:**

**Facilities Update with Peter Barbuto** – Minor repairs were made to the roof and a dormer; the water bottle filling station has been installed (still not quite cooling, but Peter has contacted the manufacturer); the LED lighting project is nearly complete—we are still waiting for 4 backordered fixtures and light switches will be relocated to be closer to the doors. Interior painting is planned for next year. Einstein is still planning to come to remove the built-in desks in the technical services office area. The town-wide security and camera upgrade project has been approved and the first planning meeting will be next week. Peter expects that the library will be one of the first buildings completed. The security footage will all be cloud-based. There was a deluge of water in the McAllaster Room on November 12<sup>th</sup>, but Peter has since made some improvements to divert the water so it should not happen again. The roofer inspects the roof every year; some flashing still needs to be replaced.

**Collection Development Policy** – Miriam gave a brief overview of the history and revisions of the collection development policy.

**Motion:** Walter made a motion to accept the revised Material Selection Policy, Jerry seconded. The motion passed unanimously.

**Quiet Study Policy** – Miriam went over the revisions to the Quiet Study Policy.

**Motion:** Jerry made a motion to accept the revised Quiet Study Policy, Walter seconded. The motion passed unanimously.

The next meeting will be held on Friday, January 14, 2022 at 9:00 in the McAllaster Room. The meeting adjourned at 10:23 a.m.

Respectfully submitted,

Miriam Johnson  
Library Director

Caitlin Loving  
Assistant Director