

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
March 11, 2022**

A regular meeting of the Bedford Public Library Board of Trustees was held on March 11, 2022 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). The meeting was called to order at 9:05am.

Election of Officers – Tabled until the April meeting.

Secretary's Report – Minutes from the February 11, 2022 Regular meeting of Library Board of Trustees were accepted and approved.

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

Acceptance of Gifts – None.

Director's Report – See attached.

Old Business:

Reopening Plan – No changes to the reopening plan.

Volunteer Policy – Review and brief discussion of the changes to the Volunteer Policy, Volunteer Service Agreement, and Volunteer Application, based on the suggestions from the attorney's comments and clarifications Miriam obtained from the attorney after the last Trustees meeting.

Motion: Walter made a motion to approve the Volunteer Policy, Pam seconded. The motion passed unanimously.

Director's Evaluation – Pam and Miriam went over Miriam's evaluation on February 23rd, using the form provided by Pam Hogan, Human Resources Director for the Town of Bedford.

Parking Lot – Review and brief discussion of the most recent plan for the parking lot.

Furniture – The remainder of the furniture for the Technical Services Office will be delivered on March 31st. The chairs from the McAllaster Room should be arriving in the warehouse sometime in April.

New Business:

Copier bill – Brief overview of the billing information for the photocopiers (both public and staff). Miriam and Caitlin are looking into new equipment and new vendors.

BHS Student Senior Project – Miriam was contacted by a BHS student who would like to help us start a Library of Things for her Senior Project.

The next meeting will be held on Friday, April 8, 2022 at 9:00 in the McAllaster Room. The meeting adjourned at 9:56 a.m.

Respectfully submitted,

Miriam Johnson
Library Director

Caitlin Loving
Assistant Director