

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
October 14, 2022**

A regular meeting of the Bedford Public Library Board of Trustees was held on October 14, 2022 in the Richmond Room. In attendance were Jerry Hanauer (Treasurer), Catherine Rombeau (Alternate Trustee), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:13 a.m.

Jerry asked Catherine to act in a full capacity as a voting Trustee today due to the absences of Pam Van Arsdale and Walter Gallo.

Public Comments: Kevin Brown noted that the parking lot looks nice.

Secretary's Report – Minutes from the September 16, 2022 meeting were accepted and approved.

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

Acceptance of gifts: Miscellaneous books and papers from the estate of Priscilla French Curry

Motion: Catherine made a motion to accept the gift; Jerry seconded. The motion passed unanimously.

Director's Report – See attached.

Old Business:

Parking Lot – Miriam gave a brief update on the progress of the parking lot expansion. The top coat of the parking lot may not be installed until May. Planting and landscaping will also most likely happen in the spring as well.

Budget 2023 – The only change to the Town Budget is the addition of two staff photocopiers/printers, as the ones we currently have are between 11-15 years old and reaching the end of their lifespan. November 5th is the day of the Budget Workshop. The library is scheduled for 1:15 that day.

Trustee By-laws – Catherine looked at the bylaws and generally ours look fine. Other towns had more information, but also larger Boards (5-7 Trustees). It might be worth adding an “objectives” section. Catherine will send out the bylaws with her comments before the next meeting.

New Business:

Copier/printer replacement – Miriam and Caitlin gave an overview of the proposals for the copier/printer.

Motion: Catherine made a motion to approve spending up to \$5,100 to purchase a new public photocopier/printer for the public, Jerry seconded. The motion passed unanimously.

Upcoming leaves – Caitlin and Caity will be out on leave sometime at the end of November. Emily W. will take over some of Caitlin's duties while she is out on leave, and Patricia will manage the circulation staff and other circulation duties as needed.

The next meeting will be held on Friday, November 18, 2022 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:21 a.m.

Respectfully submitted,

Miriam Johnson
Library Director

Caitlin Loving
Assistant Director