

**BEDFORD PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
March 17, 2023**

A regular meeting of the Bedford Public Library Board of Trustees was held on March 17, 2023 in the Richmond Room. In attendance were Pam Van Arsdale (Chair), Catherine Rombeau (Alternate Trustee acting as Full Trustee), Lee Joyce (Alternate Trustee acting as Full Trustee), Emily Weiss (Head of Reference Services), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:07 a.m. Pam asked Lee and Catherine to act as Full Trustees in Walter Gallo's and Jerry Hanauer's absences. Jerry Hanauer (Treasurer) arrived at 9:09.

**Election of Officers** – Tabled to the April 21, 2023 meeting.

**Secretary's Report** – Minutes from the February 10, 2023 meeting were accepted and approved.

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

**Acceptance of gifts:** Miscellaneous donation of \$48.00.

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

**Director's Report** – See attached.

**Old Business:**

**Follow up discussion to Trustee policy workshop of January 28, 2023 Library Program Policy; Library Display Policy; Bulletin Board Policy; Gallery Exhibit Policy and associated Request Form; Request Form for Reconsideration of Program, Exhibit, or Display; Request Form for Review and Reconsideration of Library Policy** – Review and brief discussion of the comments made to each policy and form by legal counsel. Miriam will forward questions to the attorneys and bring the policies back for consideration in April.

**Trustee By-laws** – Tabled to the April 21, 2023 meeting.

**Fire suppression system update** – Miriam gave a brief update on the repairs to the fire suppression system, which were completed on Monday, February 20<sup>th</sup>.

**Carpeting on the stairs** – Miriam spoke with Peter about the carpet and will obtain quotes.

**Director's Evaluation** – Pam and Miriam have met. The evaluation will be completed by the end of March.

**Landscaping Plan** – Miriam spoke with Jeff and he will work with Cameron's (the landscaping company) to put the order in; the estimated date for planting is the first week of May.

**New Business:**

**Alternate Trustees** –

**Motion:** Pam made a motion to recommend Catherine Rombeau and Kevin Brown as Alternate Library Trustees; Lee seconded it. The motion passed unanimously.

**Resignation of Walter Gallo – appointment of Trustee** –

**Motion:** Pam made a motion to appoint Lee Joyce as a Library Trustee for the remainder of Walter Gallo's term; Catherine seconded it. The motion passed unanimously.

**NHLTA Conference Tuesday, May 9, 2023** – Everyone will register for the conference individually and Jerry will send a check for the registration fees.

The next meeting will be held on Thursday, April 20, 2023 at 9:00 a.m.

Upcoming meetings:

Friday, May 19 at 9:00 a.m. in the Richmond Room;  
Friday, June 9 at 9:00 a.m. in the Richmond Room;  
Friday, July 14 at 9:00 a.m. in the Richmond Room;  
Friday, August 18 at 9:00 a.m. in the Richmond Room;  
Friday, September 8 at 9:00 a.m. in the Richmond Room;  
Friday, October 13 at 9:00 a.m. in the Richmond Room;  
Friday, November 17 at 9:00 a.m. in the Richmond Room;  
Friday, December 8 at 9:00 a.m. in the Richmond Room.

The meeting adjourned at 10:18 a.m.

Respectfully submitted,

Miriam Johnson  
Library Director

Caitlin Loving  
Assistant Director