

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
May 19, 2023**

A regular meeting of the Bedford Public Library Board of Trustees was held on May 19, 2023 in the Richmond Room. In attendance were Pam Van Arsdale (Chair), Jerry Hanauer (Treasurer), Lee Joyce (Trustee), Catherine Rombeau (Alternate Trustee), Emily Weiss (Head of Reference Services), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:05 a.m.

Kevin Brown (Alternate Trustee) joined the meeting at 9:23.

Secretary's Report – Minutes from the May 5, 2023 meeting were accepted and approved.

Treasurer's Report – No Treasurer's report for this meeting.

Acceptance of Gifts – None.

Director's Report – See attached.

Old Business:

Trustee By-laws – Review of comments and notes to update Trustee by-laws. Miriam will make the discussed edits and send to the Board.

Landscaping Plan and Parking Lot Update – Miriam gave a brief update on the parking lot and landscaping.

Finalized Policies – Miriam will distribute updated Trustees policy binders or PDF versions.

New Business:

Retirement Party – Miriam asked for potential funding for a retirement party for Anne Murphy. Caitlin and Miriam will figure out a budget and request the actual amount next month.

Staff Training Day – Miriam requested funding for the Staff Training Day.

Motion: Pam made a motion to approve, Lee seconded, unanimously approved.

Garden Funding – Miriam requested up to \$100 for garden improvements.

Pam motion, Jerry seconded, unanimously approved.

Meeting Room Policy, Quiet Study Policy, Unattended Children Policy (draft Behavior Policy will be introduced in June) – Brief discussion of policies, and will more thoroughly review them at the next meeting.

The next meetings will be held on Friday, June 9, 2023 at 9:00 a.m. and Friday, July 14, 2023 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 9:51 a.m.

Respectfully submitted,

Miriam Johnson
Library Director

Caitlin Loving
Assistant Director