

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
February 16, 2024**

A regular meeting of the Bedford Public Library Board of Trustees was held on February 16, 2024 in the Richmond Room. In attendance were Pam Van Arsdale (Chair), Jerry Hanauer (Treasurer), Lee Joyce (Trustee), Kevin Brown (Alternate Trustee), Catherine Rombeau (Alternate Trustee), Emily Weiss (Head of Collection Management and Acquisitions), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:04 a.m.

Public Comments

Secretary's Report – Minutes from the January 19, 2024 regular meeting were accepted and approved.

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

Acceptance of Gifts – Miscellaneous donations - \$100.00.

Motion: Lee made a motion to accept all gifts; Pam seconded. The motion passed unanimously.

Director's Report – See attached.

Old Business:

Budget 2024 – Miriam reviewed the budget for 2024 so far.

Trust Funds – Jerry had corresponded with the Trustee of the Trust Funds regarding disbursement of the interest from the library trust funds and will check in again.

Policies from Attorney Review: Library of Things, 3D Printing (review by Primex (insurer) and pending re-review by town attorney) – We are still waiting on the re-review from the town attorney after Primex had made some suggestions.

New Business:

Director's Evaluation – Pam and Miriam will set up a time for her evaluation. Pam will ask the other Trustees for comments and additions.

Public Comments Rules – Miriam shared the current Town Council and School Board practices for public comments and showed a portion of a webinar with suggestions for best practices for Library Trustees. Miriam will compile a draft of a policy for public comments.

The next meetings will be held on Friday, March 8, 2024; Friday, April 12, 2024; Friday, May 10, 2024; Friday, June 14, 2024; Friday, July 12, 2024; and Friday, August 16, 2024 in the Richmond Room. The meeting adjourned at 9:53 a.m.

Respectfully submitted,

Miriam Johnson
Library Director

Caitlin Loving
Assistant Director