

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
February 10, 2017**

A regular meeting of the Bedford Public Library Board of Trustees was held on February 10, 2017 in the Richmond Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:11 a.m.

Secretary's Report – Minutes from the January 12, 2017 meeting were accepted and approved.

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

Director's Report – See attached.

Old Business:

Geothermal update – The library's geothermal project is mentioned in an article in Library Journal.

Facilities study of town buildings – The town is putting together an RFP for a facilities master plan and space needs analysis for all Bedford municipal facilities which the library will be part of. The timeline for completion is October, 2017.

Budget 2017 – The town elections will be held on March 14th, with the budgetary town meeting on March 15th.

New Business:

Library Network – Miriam is working with Nate from IT to move the library network to the town Internet service provider. Several of the staff computers have been changed over for testing.

Town Report – This year the report will be dedicated to the library for our 20th year in the building. Mary Ann is writing up some history and extra information, in addition to the annual report and statistics.

Review of Master Plan for Library Upcoming Projects – Mary Ann compiled and distributed a list of pending projects. Discussion ensued regarding the septic system, library walkways, Childrens' room update and lower level carpet, storage, teen area, technology upgrades, and the parking lot.

Request for iPads – Mary Ann requested funding for the purchase of 2 or 3 iPads for staff use.

Motion: Walter moved that the Trustees approve the expenditure of up to \$1,200 for 2-3 staff iPads. Tony seconded. Motion approved unanimously.

Staffing – Mary Ann advised the Trustees about a staffing vacancy and plans to fill the hours.

The next meeting will be held on Thursday, March 23, 2017 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:43 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director