

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
April 6, 2017**

A regular meeting of the Bedford Public Library Board of Trustees was held on April 6, 2017 in the Richmond Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:22 a.m.

Secretary's Report – Minutes from the February 10, 2017 meeting were accepted and approved.

Treasurer's Report – The Treasurer's report was reviewed and accepted. The following gifts were accepted by the Trustees: Anonymous - \$40, Bedford Women's Club Memorial Books - \$200, Derry Medical Foundation - \$1,000.

Director's Report – See attached.

Old Business:

Facilities study of town buildings – The Town is conducting a facilities study and building assessment for anticipated 10 year needs. The bid went out and proposals were received. Mary Ann and town department heads will be very involved in the process. They reviewed bids and ranked them, narrowing it down to two companies who will come in for interviews. The timeline is very aggressive, with a final report to be issued in October. It will include a comprehensive look at all town land and buildings as well as staffing levels.

New Business:

National Library Week – The Library Foundation will be sending appeal letters out that week. Mary Ann would like to hold a breakfast for staff, volunteers, Friends, and Foundation sometime in April.

Motion: Ed moved that the Trustees approve \$300 for food for the breakfast. Tony seconded. Motion approved unanimously.

IT Cabling Project funding request – Nate Gagne obtained quotes to add cabling to the building; he will be paying for cabling in staff areas and will share the cost of the wifi cabling with the library. The library will pay for the public PC area cabling.

Motion: Ed moved that the Trustees approve \$1,709 for adding cabling for the wifi and in the public PC area. Tony seconded. Motion approved unanimously.

Appointment of Bedford Library Foundation Board Member – The Foundation has voted to appoint a new member, Robert MacPherson.

Motion: Ed moved that the Trustees approve the appointment of Robert MacPherson to the Foundation. Tony seconded. Motion approved unanimously.

Staffing – Mary Ann advised the Trustees about a new staffing vacancy.

Director's Evaluation – Mary Ann distributed a form for the trustees to fill out.

Burleigh House Books – Mary Ann and several staff members have been invited to the Burleigh House to look at books on April 18 to see if there are any that would enhance the library collection. Mary Ann would be interested in Bedford specific titles.

The next meeting will be held on Thursday, May 11, 2017 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:18 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director