

**BEDFORD PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
May 10, 2024**

A regular meeting of the Bedford Public Library Board of Trustees was held on May 10, 2024 in the Richmond Room. In attendance were Lee Joyce (Chair), Pam Van Arsdale (Trustee), Jerry Hanauer (Treasurer), Kevin Brown (Alternate Trustee), Catherine Rombeau (Alternate Trustee), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:04 a.m.

**Secretary's Report** – Minutes from the April 12, 2024 regular meeting were accepted and approved.

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

**Acceptance of Gifts** –Miscellaneous donations - \$99.00; Bedford Women's Club (museum passes) - \$1425.00; Seed Library (anonymous) - \$55.00; Ruth McGee - \$50.00.

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

**Director's Report** – See attached.

**Old Business:**

**Wiggle Rooms** – The Wiggle Rooms have a few punch list items to be corrected, but they have been inspected and approved. The furniture should be arriving soon.

**Trust Funds** – Jerry filled out the paperwork to request the disbursement of the interest from the Trust Funds for the Library.

**Behavior Policy Update** – Reviewed the suggested changes from Primex for the Behavior Policy. Miriam will incorporate the changes and send it to the town attorney for review.

**Staff Training Day 5/23/2024** – Miriam requested \$400.00 for lunch for Staff Training Day.

**Motion:** Pam made a motion to approve spending \$400.00 for Staff Training Day lunch; Lee seconded. The motion passed unanimously.

**New Business:**

**Notary Policy Update** – Reviewed the suggested additions and changes to the Notary Public Service Policy.

**Motion:** Pam made a motion to approve the policy as amended; Jerry seconded. The motion passed unanimously.

**Facilities Update for June** – Peter might not be available to attend a Trustees meeting until July. Discussion of potential building updates that are needed.

**Staff Summer Reading** – Miriam requested \$140.00 for gift cards for the Staff Summer Reading Program.

**Motion:** Jerry made a motion to appropriate \$140.00 for the Staff Summer Reading Program; Pam seconded. The motion passed unanimously.

**Library of Things Agreement Update** – One minor edit to the Library of Things Loan Agreement was suggested, to include other items with SD cards besides the GoPro.

**Motion:** Pam made a motion to accept the new wording; Jerry seconded. The motion passed unanimously.

**Chairs** – The chairs donated in memory of Colleen Brockway have arrived and will need to be accepted at a public meeting. They will be on the June 7 agenda.

The next meetings will be held on Friday, June 7, 2024; Friday, July 19, 2024; and Friday, August 16, 2024 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:08 a.m.

Respectfully submitted,

Miriam Johnson  
Library Director

Caitlin Loving  
Assistant Director