

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
March 14, 2025**

A regular meeting of the Bedford Public Library Board of Trustees was held on March 14, 2025 in the Richmond Room. In attendance were Lee Joyce (Chair), Jerry Hanauer (Treasurer), Lauren Saidel-Baker (Trustee-Elect), Catherine Rombeau (Alternate Trustee acting as Full Trustee), Kevin Brown (Alternate Trustee), Miriam Johnson (Director), Emily Weiss (Head of Collection Management and Acquisition), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:07 a.m.

Lee asked Catherine to serve as a Full Trustee since Lauren has not been sworn in due to the requested recount.

Motion: Lee made a motion to have Catherine serve as a Full Trustee; Jerry seconded. The motion passed unanimously.

Election of Officers—Tabled until next month when Lauren has been sworn in.

Secretary's Report—Minutes from the February 7, 2025 meeting were accepted and approved.

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

Acceptance of Gifts—Miscellaneous donations - \$63.00.

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

Director's Report – See attached.

Old Business:

Budget 2025—The budget did not pass, so Rick Sawyer asked each department head to cut their budgets by 1.3%. The Hoopla service will most likely be cut from library services to accommodate this budget reduction.

Local History Policy—The Local History policy with edits from the attorney was reviewed.

Motion: Catherine made a motion to approve the Local History Policy as amended; Jerry seconded. The motion passed unanimously.

Deed of Gift Policy—The Deed of Gift policy was reviewed.

Motion: Jerry made a motion to renew approval of the Deed of Gift policy; Lee seconded. The motion passed unanimously.

Director Evaluation—Lee will send the blank evaluation form to all Trustees, and they will submit any comments to Lee by March 31st, and Lee will complete the evaluation by early April.

Susan Curry Fulenwider donation—Miriam spoke with Susan regarding the proposed donation, and Susan will donate the flash drive with the photographs to the library.

NHLTA Conference Registration Open - credit card only—Everyone will register themselves with a credit card and submit for reimbursement to Jerry.

New Business:

Trust Funds – Request Disbursement—The current balance of each trust will need to be requested from the Trustees of the Trust Fund. Jerry will request the balances and disbursement of the interest from the trust funds.

NH DOJ Charitable Trust Division Filing—Miriam filed this report with the Department of Justice.

Bathrooms—Discussion of planning for an update for the bathrooms. Catherine recommended a brainstorming session or extending the amount of time for an upcoming meeting to discuss ideas for the bathrooms.

Sunshine Fund—Lee mentioned that the director and assistant director have been personally funding staff birthday celebrations.

Motion: Catherine made a motion to reimburse staff for Sunshine Fund expenses on a quarterly or monthly basis, depending on the Treasurer’s preference; Lee seconded. The motion passed unanimously.

The next meetings will be held on Friday, April 4, 2025; and Friday, May 9, 2025 at 9:00 a.m. in the Richmond Room (the April 4 meeting will plan to end at 11:00 to allow more time to discuss bathroom updates). The meeting adjourned at 10:14 a.m.

Respectfully submitted,
Miriam Johnson
Library Director

Caitlin Loving
Assistant Director