

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES**

August 8, 2025

A regular meeting of the Bedford Public Library Board of Trustees was held on August 8, 2025 in the Richmond Room. In attendance were Lee Joyce (Chair), Jerry Hanauer (Treasurer), Lauren Saidel-Baker (Trustee), Catherine Rombeau (Alternate Trustee), Kevin Brown (Alternate Trustee), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 8:59 a.m. Mac McMahan (Trustee of the Trust Funds) was present from 8:59 a.m. to 9:28 a.m.

Trust Funds Disbursement Request – Mac McMahan attending—There was a discussion of library RSAs regarding disbursement of library trust fund earnings and the procedure for requesting disbursement of the funds. Miriam will contact Matt about when the MS-9 is created so we can request the correct amount annually, and Jerry gave Mac another copy of the disbursement request.

Secretary's Report—Minutes from the July 11, 2025 meeting were accepted and approved.

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

Acceptance of Gifts –Miscellaneous donations - \$23.00.

Motion: Lauren Saidel-Baker made a motion to accept all gifts; Jerry Hanauer seconded.

The motion passed unanimously.

Director's Report – See attached.

Old Business:

Public restroom proposal – Novo Studios—Novo Studios provided a separate quote for design services as Peter requested, so their services are engaged. Novo Studios is available to do their assessment and work on the design in September.

Landscape Maintenance – tree proposals—Miriam discussed the two proposals for removing dead and invasive trees, as well as presenting the notes from the Historic District Commission walk-through that Kathleen Ports provided. Representatives from the Urban and Community Forestry Bureau and UNH Cooperative Extension noted there are several dead and dying trees both along the stone wall and on the generator side of the library.

Budget 2026 and Goals and Objectives—There was a brief discussion of the 2026 budget as well as the Goals and Objectives.

New Business:

NHLTA New Trustees Orientation—Lauren and Kevin attended the New Trustees orientation. There are new requirements for meeting minutes going into effect on August 22nd, 2025. The beginning and end of the meeting times and full names of all attendees must be included. There was debate if the full names of the people making the motion and seconding the motion needed to be listed under each motion, but we will do this going forward.

There was also discussion of HB 273, which provides notice of items currently checked out to a minor child to a parent or legal guardian who requests the information, which will go into effect on January 1st, 2026.

The next meetings will be held on Friday, September 5, 2025; Friday, October 3, 2025; Friday, November 14, 2025; Friday, December 12, 2025; and Friday, January 9, 2026, at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:19 a.m.

Respectfully submitted,

Miriam Johnson
Library Director

Caitlin Loving
Assistant Director