

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
October 3, 2025**

A regular meeting of the Bedford Public Library Board of Trustees was held on October 3, 2025 in the Richmond Room. In attendance were Lee Joyce (Chair), Jerry Hanauer (Treasurer), Catherine Rombeau (Alternate Trustee), Kevin Brown (Alternate Trustee), Miriam Johnson (Director), and Caitlin Loving (Assistant Director). The meeting was called to order at 9:09 a.m. Lauren Saidel-Baker (Trustee) was present from 9:14 to 9:50 a.m.

Secretary's Report—Minutes from the September 5, 2025 meeting were accepted and approved.

Motion: Jerry Hanauer made a motion to approve; Lee Joyce seconded. The motion passed unanimously.

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

Acceptance of Gifts –Miscellaneous donations - \$35.00.

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

Director's Report – Will be sent along later as it is so early in the month.

Old Business:

Budget 2026—Miriam Johnson and Lee Joyce met with Rick Sawyer, Town Manager, Jeanne Walker, Assistant Town Manager, and other members of the Finance team at Town Offices to discuss the proposed budget for 2026. The Trustees will write a letter of support for the proposal to convert the part-time cataloger/reference librarian position to a full-time position.

Public Restroom Project—The architects will be coming to look at the restrooms on Monday, October 13th, while the library is closed for Staff Training Day.

Landscaping and Trees Project—Miriam Johnson may be presenting the plan for the landscaping and tree plan to the Historic District Commission on October 7th. In addition, the front walkway needs to be brought up to ADA compliance, and the Town Inspector recommended hiring a civil engineer to review the area.

New Business:

Self Check Out Machine Replacement—Miriam Johnson requested \$1,500.00 to purchase a new self-checkout machine as the old ones are not Windows 11 compatible.

Motion: Lee Joyce made a motion to approve spending the funds; Lauren Saidel-Baker seconded. The motion passed unanimously.

Children's Safety Policy Update—A minor wording change was made to the policy.

Motion: Lauren Saidel-Baker made a motion to approve the policy with the change; Lee Joyce seconded. The motion passed unanimously.

Circulation Policy—There was a discussion of amending the Circulation Policy to comply with HB 273, which will go into effect on January 1, 2026. Miriam Johnson will share a sample policy and form to use. The GMILCS board also voted to have all libraries have automatic renewal for items, with a three week checkout period and one renewal for most items.

The next meetings will be held on Friday, November 14, 2025; Friday, December 12, 2025; Friday, and January 9, 2026; at 9:00 a.m. in the Richmond Room. The meeting adjourned at 9:50 a.m.

Respectfully submitted,

Miriam Johnson
Library Director

Caitlin Loving
Assistant Director