

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

February 23, 2012

A regular meeting of the Bedford Public Library Board of Trustees was held on February 23, 2012 in the NH Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Mary Ann Senatroy (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 8:05 a.m. Steve Crean joined the meeting at 8:26 a.m.

Secretary's Report – Minutes from the February 2, 2012 meetings were accepted and approved.

Director's Report – See attached.

Old Business:

Lost Key – The building was re-keyed before we moved back in after the weatherization project and paid for by the insulation contractor. Mary Ann spoke with Jim Stanford, who said that the fob system would be preferred for the building but it is costly and a more involved installation; it should be something we plan for in the future.

Library Roof and Attic Insulation – The final report will be forthcoming. All of the old, unused equipment was removed.

Director's Evaluation – Mary Ann will meet with Ed.

Investment Policy Review – The policy was reviewed and no changes were made.

New Business:

HVAC Report – The report, “Design Concepts and Adjustments for HVAC System at the Bedford Town Library” dated 2/21/2012, was distributed. It was conducted by Doug Waite of Design Day Mechanicals and Mr. Jeff Desrosiers of Granite State Plumbing & Heating and Nancy Nichols, P.E. of Criterium-Turner Engineers. A factory representative from the Weil-McLain (boiler) company was also involved in the preliminary visit. They discussed putting in two, smaller, propane boilers. Geothermal was discussed; due to price and payback, it may not be a feasible option.

Part time Employees – We have just hired a new part time library clerk. Two other part time employees will be leaving in the next few months, so there will be additional changes.

The next meeting is scheduled for Thursday, March 29, 2012 at 8:00 a.m. in the NH Room. The meeting adjourned at 8:35 a.m.

Respectfully submitted,
Mary Ann Senatroy
Library Director

Miriam Johnson
Assistant Director