

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

April 20, 2012

A regular meeting of the Bedford Public Library Board of Trustees was held on April 20, 2012 in the New Hampshire Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Mary Ann Senatros (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 8:15 a.m.

Secretary's Report – Minutes from the March 29, 2012 meetings were accepted and approved.

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

Director's Report – See attached.

Old Business:

Director's Evaluation – Will be completed today after the meeting.

Posting Minutes – Minutes will be posted on the library Web site after approval.

NH Library Trustees Association Conference – The conference will be held May 21, all Trustees, Miriam and Mary Ann have signed up.

Elevator – The elevator has been running fine for several weeks. No definitive reason for the elevator getting stuck was identified.

Policy on Photography, Videotaping, and Use of other Recording Devices – The town attorney advised that we do not have to allow people to record meetings.

New Business:

Meeting Rooms – Discussed amount rooms are used and possibility of walk in use for the Richmond Room.

Projected expenses – Carpet replacement in Technical Services, chair replacement in Richmond Room, and lamp post at Bedford Village Common.

Garden – The Trustees approved \$100 for an additional raised bed.

File Cabinets – The Trustees approved \$200 to purchase two wooden file cabinets.

Library Strategic Plan – Mary Ann proposed developing a strategic plan for the library. Walter noted the value of using a professional facilitator.

Library Foundation – The National Library Week phone a thon went well. The Board discussed funding items; museum passes were approved. Tony and Walter will attend the Foundation meetings as Trustee representatives.

Library Presentation to the Town Council – Mary Ann distributed her presentation.

Town Building Assessment RFP – the library will be included for items such as ADA compliance and security.

HVAC – Discussed moving equipment outside as it is replaced.

Energy Report – Acadia Energy Assessment report was discussed.

Alternate Trustee – Some libraries have alternate trustees.

The next meeting is scheduled for Thursday, May 24, 2012 at 8:00 a.m. in the NH Room. The meeting adjourned at 9:52 a.m.

Respectfully submitted,
Mary Ann Senatros
Library Director

Miriam Johnson
Assistant Director