

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

September 27, 2012

A regular meeting of the Bedford Public Library Board of Trustees was held on September 27, 2012 in the New Hampshire Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Walter Gallo (Trustee), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 8:10 a.m.

Secretary's Report – Minutes from the July 20, 2012 meeting were accepted and approved.

Treasurer's Report – The Treasurer's report was reviewed and accepted. The following donations were accepted by the Trustees: Kevin D'Amour/Microsoft Match - \$249.96.

Director's Report – Circulation has been steady, as have museum pass and meeting room use. There were about 1,000 children participating in the Summer Reading Program, reading just under 20,000 books. Story times are about to begin. The new book drop has been installed and has been very well received. We will look at options for replacing the newspaper delivery box. The Friends Sunday concert series begins in October. The library system will be offline on October 24 for an upgrade. Sometime after the first of the year we will be upgrading again to accommodate e-book checkout directly from our online catalog. Mary Ann is serving as the Treasurer of GMILCS for another 3 years. Mary Ann is also serving on the Bedford CERT Advisory Board; she has been taking the 6 week, 22 hour training to be certified. We will have a booth at Olde Towne Day on October 13 from 10-3 at Riley Field.

Old Business:

Strategic Planning – We will be meeting tonight with Deb Hoadley.

2013 Budget – Mary Ann turned in the budget but has not heard back yet.

CIP – A CIP for the rest of the walkway was added.

Technical Services Carpeting – Mary Ann has contacted Goedecke's about ordering the carpet for the tech services area.

Richmond Room Chairs – The Trustees would like quotes for additional chair styles.

New Business:

Right to Know Video – Mary Ann will forward the link to everyone.

Library Foundation – The Foundation is planning a Gala for November.

Staff Christmas Party – The Trustees approved payment for the staff party; Mary Ann will try to keep the per person amount similar to last year.

Ebook content funding – Walter moved that the Trustees match the contribution of \$3000 from the Foundation; Ed seconded. Motion was unanimously approved.

Staff Development Day – The library will be closed on October 8 for staff training. We will have representatives from the Fire and Police Departments give some advice and answer questions. There will also be training on the system upgrade. The Trustees are invited to come at lunch to meet with staff; the new Town Manager, Jessie Levine, will be joining us, too.

Library Safety – Will be discussed at staff development day.

The next meeting is scheduled for Thursday, October 25, 2012 at 8:00 a.m. in the NH Room. The meeting adjourned at 9:37 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director