

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

July 25, 2013

A regular meeting of the Bedford Public Library Board of Trustees was held on July 25, 2013 in the New Hampshire Room. In attendance were Ed Moran (Chair), Walter Gallo (Trustee), Tony Frederick (Treasurer), Mary Ann Senatros (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 8:01 a.m.

Secretary's Report – Minutes from the June 27, 2013 meeting were accepted and approved.

Treasurer's Report – The Treasurer's report was reviewed and accepted. The following donations were accepted by the Trustees: Bedford Women's Club Memorial Books - \$70; Kevin D'Amour Microsoft Match - \$262.56; Craftworkers' Guild Memorial Books - \$100; Donations in Memory of Gerald Dumas – Susan Pollak \$50, Eleanor Chamberland \$50, Rachel and Lorraine Fottler \$25, Mr. & Mrs. Brian Paul Stelmack \$100. It was agreed that we will purchase a globe in memory of Gerald Dumas.

Director's Report – See attached.

Old Business:

Behavior Policy – No changes will be made at this time.

Maintenance – Discussed leaks and formulating a plan to modify existing HVAC. We need to look at our maintenance contract for next year. Mary Ann will locate plans we have received and will speak to Jim Stanford about bringing in an engineer. Mary Ann will contact Jim to see if he is available for a brief meeting.

Security cameras – They will be arriving in a few weeks.

New Business:

Budget 2014/Staffing – The numbers need to be input in the next week or so. Tomorrow, all staffing changes are due. Mary Ann presented several options for consideration.

Walkway – Mary Ann has spoken with Jim Stanford. He and his staff are putting together a proposal.

CIP Procedure – There is a new committee and the library will be presenting on August 12. Existing CIP accounts were presented.

Emergency Shelter – Request received from the Bedford Village Morning School to list the library as an emergency shelter. Mary Ann consulted with the Fire Department and they were fine with that.

Reading – Ed proposed that we encourage people to read to Seniors who may be visually impaired. Mary Ann shared the "Take Time to Read" idea.

The next meeting is scheduled for Thursday, August 29, 2013 at 8:00 a.m. in the NH Room. The meeting adjourned at 9:51 a.m.

Respectfully submitted,
Mary Ann Senatros
Library Director

Miriam Johnson
Assistant Director