

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

February 21, 2014

A regular meeting of the Bedford Public Library Board of Trustees was held on February 21, 2014 in the New Hampshire 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 9:37 a.m. Community member William Duschatko attended the meeting. Walter Gallo (Trustee) joined the meeting at 9:59 a.m.

Secretary's Report – Minutes from the January 30, 2014 meeting were accepted and approved.

Treasurer's Report – The Treasurer's report was reviewed and accepted. The following donations were accepted by the Trustees: Jay Hodes - \$25.

Director's Report – See attached.

Old Business:

Budget 2014 – The budgetary town meeting will be held on March 12 at 7 p.m. at the Bedford High School.

Library Hours – We are considering extending hours to have all meetings end before the library closes. Mary Ann has been speaking with staff. It appears that most meetings would be accommodated if the closing time were extended to 8:30 p.m.

Town Report – We have submitted the report to the Town Clerk and are awaiting a proof to review.

New Business:

Book drop – The exterior drop is so popular that when we are closed on the weekend that we have to have someone to come in to swap it out.

HVAC – We did not renew our maintenance contract for HVAC since we are unsure of what will transpire with the system replacement this year. Jim Stanford is working on an RFP. Mary Ann will ask him about the feasibility of moving the equipment from the attic.

Friends of the Library – The Friends are planning a ½ K road race and would like to purchase a 3-D fabricator for the library.

Library Foundation – They will host a Leen Lecture on May 8 featuring Gil Shattuck, who will talk about the Hillsborough collection of ¼ million photographs that they are digitizing and organizing.

Community Profiles Policy – We can now input information about community groups into our catalog. We have not yet written a policy, but would like to begin with inputting Bedford community groups that serve Bedford substantially.

Medical Leave – Mary Ann will be on medical leave beginning on March 14 for 4-6 weeks.

Windows 7 – The end of support for Windows XP is in April. All machines will be upgraded.

Library Trustee Association Conference – This year's conference will be on May 19th at the Grappone Center in Concord.

The next meeting will held on Friday, April 25, 2014 at 9:00 a.m. The meeting adjourned at 10:37 a.m.

Respectfully submitted,
Mary Ann Senatroy
Library Director

Miriam Johnson
Assistant Director