

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

April 25, 2014

A regular meeting of the Bedford Public Library Board of Trustees was held on April 25, 2014 in the New Hampshire Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:04 a.m. Steve Daly, Town Manager, joined the meeting from 9:04 until 9:50 a.m..

Secretary's Report – Minutes from the February 21, 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: Kevin D'Amour Microsoft Match - \$262.44 and Bedford Garden Club in memory of Lou Ott - \$25. All of the Trustee bills and bank statements were reviewed as part of the Town audit.

Director's Report – See attached.

Old Business:

Library Hours – This has been under discussion for some time. Traditionally meetings have been allowed to run until 9 p.m. A barrier was considered, but the children's area would not be able to be locked since it is an egress, and the elevator would have to be locked. Mary Ann recommends extending the hours to 8:30 p.m. Monday through Thursday; staff would be here until 8:45 p.m. The Trustees agreed to the proposed change.

Exterior Lighting – Mary Ann has a quote for the bollard replacement. It is an LED light. The money is encumbered from last year. It was recommended that the light be moved back slightly to avoid getting hit again. Ed requested that the lighting specialist come to a meeting. We should discuss the light near the bicycle rack as well. The base of the light pole is rusted, and one half of the light is out.

HVAC Engineering Bid – The bid went out and the deadline was last Friday; DPW is handling the process. Steve mentioned that the Town Council is interested in alternative forms, including geothermal.

Windows 7 – All staff machines were upgraded to Windows 7 this week.

New Business:

Board Appointments – Will be deferred until the next meeting.

Meeting Room Policy Review – The group discussed public vs. private meetings and the opinion of Cordell Johnston. This discussion will be continued at the next meeting.

Videotaping/Audiotaping Policy Review – More research will be done to determine the appropriate wording to incorporate into the meeting room policy.

The next meeting will held on Thursday, May 22, 2014 at 9:00 a.m. The meeting adjourned at 10:30 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director