

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
November 20, 2015**

A regular meeting of the Bedford Public Library Board of Trustees was held on November 20, 2015 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 9:06 a.m.

Secretary's Report – Minutes from the October 29, 2015 meeting were accepted and approved.

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

Director's Report – See attached.

Old Business:

Budget – Mary Ann met with Kelleigh Domaigne Murphy and answered her questions about the budget. The library budget will be discussed on November 21; the session runs from 8 a.m. to 2 p.m. The Town Council will move their budget forward on December 16. Public hearings will be January 13 and 27. March 9 is the date of the budgetary town meeting. The 2015 budget is on track for the year. Mary Ann distributed the proposed 2016 budget that will be reviewed on Saturday. The bulk of the change is in personnel.

Geothermal Project Update – Yesterday 4 pre-qualified companies conducted a pre-bid walk through of the building and grounds. The proposals will be coming in, and it is expected that one will be put forth on December 16 for acceptance to the Town Council. Discussed the educational opportunities for the project.

3-D Printer Policy – Caitlin gave a presentation to the Foundation last week and will give a presentation in December or January for the Trustees.. We would like to open the printing up to the public, but need a policy in place first. Mary Ann presented a policy used by the Portsmouth Public Library with minor modifications. The Trustees agreed that it would work well for Bedford.

Motion: Walter moved to approve the 3-D Printer Policy as presented. Tony seconded. Motion approved unanimously.

New Business:

Staff Book Group – As a follow up to our staff training day, we had our first staff book group where we shared what we are reading. Emily is encouraging staff to read pre-publication ebooks to review.

Parking lot light – One of the lights is out and will be replaced shortly.

Ice Dams – Peter will have the roofers look at the problem areas and come up with solutions to prevent ice dams this winter.

Floating collections – We are expanding the collections that float to include DVDs.

Meeting Room Policy – Mary Ann attended a webinar put on by ALA. She will review it and share information at a future meeting. Discussed capacity of meeting rooms.

New Foundation Member – The Foundation has requested approval of Shana Potvin as a new member of the Library Foundation.

Motion: Walter moved to approve the appointment of Shana Potvin to the Library Foundation. Tony seconded. Motion approved unanimously.

Library History Display –Walter will suggest an interim report be delivered to the Trustees after the next meeting and will invite Bob to give a presentation to the Trustees.

The next meeting will held on Friday December 18, 2015 at 9:00 a.m. in the New Hampshire Room. The meeting adjourned at 11:25 a.m.

Respectfully submitted,

Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director