

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
January 14, 2022**

A regular meeting of the Bedford Public Library Board of Trustees was held on January 14, 2022 in the McAllaster Room. In attendance were Pam Van Arsdale (Chair), Jerry Hanauer (Treasurer), Catherine Rombeau (Alternate Trustee), and Miriam Johnson (Director). The meeting was called to order at 9:05 a.m. Emily Sennott, Children's Librarian, joined the meeting from 9:10 – 9:23 a.m.

Public Comments – Pam received an email from Bedford resident Jeff Monheit regarding in person programs for children and requiring proof of vaccination. Discussion of options ensued. The children's staff will send out email reminders to program registrants that masks are highly encouraged and there are masks available at the library if needed at the time of the program. Pam will respond to Jeff Monheit.

Secretary's Report – Minutes from the December 9, 2021 meeting were accepted and approved.

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

Acceptance of Gifts – The following gifts were accepted: Anne Schuster Hunter – \$200.00.

Motion: Jerry made a motion to accept the gift, Catherine seconded. The motion passed unanimously.

Director's Report – See attached.

Old Business:

Budget 2021 and 2022 – The 2021 budget was distributed. It is 98.5% spent, with a few more bills still pending. The 2022 budget is still preliminary. There is one more public hearing followed by the budgetary town meeting.

Reopening Plan – Masks were discussed earlier in the meeting in response to public comments; no further discussion took place.

Fine Free Update – Since Caitlin was unavailable today, the fine free update will take place at April's meeting to allow time for more information to be gathered.

Policies – Policies that will be drafted and brought to the Trustees in the upcoming months include Bulletin Board and Display Policies and Program Policies. At an upcoming meeting of the Hillstown Co-op, policies will be discussed in detail, so more ideas may be forthcoming. A review of the Volunteer Policy by the town attorney is still pending.

New Business:

Security System Upgrade – Pelmac was in earlier in January to pull new wires; they will be returning once the new equipment has been received to complete the installation.

Shelving from Hampstead – Miriam obtained single-sided shelving that Hampstead had offered on the listserv. They were not charging for it, but asked that a \$75.00 donation be made.

Motion: Catherine made a motion to expend \$75.00 for the shelving from Hampstead, Pam seconded. The motion passed unanimously.

Thursday Hours – Due to ongoing staffing issues and COVID complications regarding quarantine times, Miriam requested that the library closed at 5:00 p.m. on Thursdays through the end of February.

Motion: Pam made a motion to temporarily close the library at 5:00 p.m. on Thursdays through the end of February, Catherine seconded. The motion passed unanimously. Hours will be revisited at the February meeting.

The next meeting will be held on Friday, February 11, 2022 at 9:00 a.m. in the McAllaster Room. The meeting adjourned at 9:56 a.m.

Respectfully submitted,
Miriam Johnson
Library Director