

Bedford Village Free Library
Board Meeting Minutes
January 6, 2021

Attendance:

Ann Cloonan, Ted Eigel, Colleen Gelfand, Scott Harrison, Ray Infarinato, Rob Oden, Margaret Scott

Board Governance Notes:

Minutes from the December Board meeting approved.

Jenny Shevick has officially left the Board - we thank her for all of her hard work and an official acknowledgement will be made in the near future.

Olivia Peters attended part of our Board meeting via Zoom, so she could meet everyone and ask and answer questions. Later in the meeting, the Board agreed unanimously to bring her on board. Other potential Board Members may be considered in the near future.

The Board decides to keep meeting dates as the first Wednesday of the month.

Committees will be confirmed by the next meeting.

Financial Update:

Ted reviews current financials. Our financial position remains sound. Ann has begun the process of "forgiveness" of the PPP.

Director's Update:

The Annual Appeal continues to do very well, raising more money and attracting more donors than at this point last year.

Staff and Director's review - the process has begun and should be completed within the next two months.

Physical circulation activity was slightly up in December from previous months though down from previous years. Online (especially Overdrive) is robust.

Few patrons are using the browsing by appointment option (about 8 per week still) but curbside pick up remains strong.

BFL staff remains comfortable with existing library precautions and protocol. However, if local covid cases increase to a point where Bedford is considered by the state as a “yellow zone,” the library will return to curbside service only. The Board is comfortable with this decision as long as staff remains comfortable as well.

Ann is looking into upgrading heating/ventilation in the “new” part of the building (new meaning 20 years old). This will incorporate heightened efficiency, particularly to purify the air. She has received a bid which will be reviewed by an independent HVAC expert. We agree to review and consider obtaining competitive bids.

Children’s programming remains strong. Kelly is still continuing her weekly story time outside on the Village Green. Crafts with Christa remain very popular. Both “Elf Yourself” and “Candy Houses” were very successful. Grab and Go is very popular especially for the weekly storytimes.

YA programming - Maureen and Christa are planning a Valentine Community Project for grades 6-12. They will decorate bags which will then be filled with treats and distributed to staff at Northern Westchester Hospital. They are also considering a food drive - yet to be decided.

Adult Chess begins in January and all slots for that class filled immediately. Canasta begins on Tuesday - also filled immediately. Kim Kovach returns with Fiction Writing. Birding - this will be run in collaboration with Lewisboro and North Salem.

WLS Update:

Ann has begun the process to apply for the E-Rate Program, a federal program which would reimburse up to 60 percent of BFL’s IT costs.

Adjournment: The meeting was adjourned at 8:42pm.