

Bedford Village Free Library
Board Meeting Minutes
September 19, 2024

Attendance: Scott Harrison, Ann Cloonan, Caroline DeFilippo, Artika Loganathan, Alison Todd, Colleen Gelfand, Ted Eigel (remote)

Observer: Carolyn Gallagher, children's librarian in Irvington

Meeting began: 7:10PM

Minutes: approved from prior meeting

2025 Budget Updates

- Bedford 414 group meets once a month
- All three libraries agreed to increase budget for 2025 by 5%
 - Budgets submitted, awaiting approval from Town

414 Funding updates

- Strategic plan to be considered across all 3 libraries to help support 414 funding request
- BFL is overdue for a strategic plan update, last 2019 (light), previously 2010
- Cost \$100,00 for strategic plan for all 3 libraries to use consultant with time frame of 6 months to complete
 - BH has opted out (they already have one) Katonah will move forward
 - Importance of evaluating the consultant to ensure they are the correct fit for BFL
 - Ann and Scott to interview Margaret Sullivan Studio to see if she is a good fit for us
 - Get sample of prior work
 - Push on timeline
 - Why are there 3 libraries?
 - Necessary part of community, supports real estate, community engagement
- Additional costs to consider include campaign manager (to request ARPA money) and marketing
- Fiduciary needs to be identified for this process
 - KV improvement society, bedford 2030 also considered
- Timeline has been established for process
- Future 414 meetings need to focus on identifying leadership, investigating ARPA funding, see if Terry can join next meeting on 10/7/24 to create MOU

Community survey update

- Draft survey created
- Mimic questions for physical and digital use
- Goal for this to go out with newsletter in October and add QR code
- To go out with constant contact and in Ellen's newsletter
- Goal for survey to be ready for 10/1/24

Director's update

- Annual appeal book review with plan to send out after election
- Recap of summer programs with excellent engagement
 - highlights include playdo party
 - book buddies success with some potentially becoming pages
- Upcoming events
 - Halloween story time with Landmark Preschool on 10/31

- BRLA tales and trails in addition to storytime at Rochambeau farm
- Battle of the Books: partnered with BH librarian, battle is on 10/26 at Ossining High School with volunteers needed
- Stitch and sip very successful
- New tech expert Addy Townley
- Museum pass program getting a lot of use
 - 9/11 pass coming in the next few weeks
- Service level agreement needs to be signed for WLS - cost \$15,095.88
 - we receive digital content and access to the catalogue
- Parking continues to be a challenge in Bedford Village

Financial update: Stable and sound.

Meeting Adjourned 8:20PM