

Bedford Public Library System
Board of Trustees meeting Minutes
Bedford Central Library
December 3, 2019

Board members present: Natalie Martin, Randy Cox, Penny Carter, Pamela Willoughby, Mary Jo Krufka and Jan Markham.

Staff present: Jenny Novalis, Library Director

Randy called the meeting to order at 5:05pm.

Randy asked for a motion to approve the agenda. Jan motioned to approve the agenda, Natalie seconded, all agreed.

Randy asked for a motion to approve the minutes from the previous meeting. Penny motioned to approve the minutes, Mary Jo seconded, all agreed.

No public comments.

Directors Report:

Jenny updated the Board on the long range plan progress. So far the library has received around 200 surveys back from people, the survey was intended to reach both library users and those who do not use the library. Debbie and Jenny conducted 6 focus group sessions, one at each branch. Most of the responses are what we expected - for example, at all the locations, people love the staff and the youth programs. The homeschoolers appreciate the library but wish they were more familiar with the resources. The folks Forest wish the library was quieter and larger. The people at Big Island wish the parking situation was better and the building was larger. The Library Board members offered suggestions as to how to better market the library services/programs. Jenny shared the timeline for this project and noted that the Board should have a working draft of the new plan at their April or May meeting.

MacMillan Publisher has placed an 8 week embargo for public libraries on their new ebook titles, allowing only one copy to be purchased within the first 8 weeks of publication. This move follows other restrictive practices related to how library purchases of ebooks are handled by the various publishers. HarperColling only allows ebooks to check out 26 times per purchase; Penguin, Hachette, Simon & Schuster only allow their titles to be loaned out for 2 years, then require the library to re-purchase them; Highbridge and almost all the audio book publishers charge libraries up to 5x more to purchase the same titles as consumers purchase and so on. Check out ebooksforall.org for more information on these topics.

The library has seen a large uptick in the number of network intrusion attempts. Staff are taking actions to mitigate the threats, including beefing up the security on our outward facing servers, installing SSL Certificates and informing staff of the dangers of phishing attempts. The library will also have a network security analysis done by a local company out of Blacksburg. The report should be completed in December.

The Library of VA has revised the Library Board of Trustees handbook. It is suggested that the Board discuss/research one section each meeting to keep current with Trustee responsibilities.

Financial report: The end of October 2019 financial report is the latest report available at this date. Jenny noted that the courier van was involved in a minor accident but that it is still drivable and insurance is handling it. The Board reviewed the fund account balances as well. There were no questions.

Randy asked for a motion to adjourn. Penny motioned, Pamela seconded, all agreed. The meeting adjourned at 6:05pm.