

**Bloomfield Public Library  
Trustees Meeting  
Monday, February 17, 2020  
7:00 p.m.  
MINUTES**

**Call to Order:** The meeting was called to order at 7:01 p.m.  
Present: M. Hawkins, S. Mitchell, B. Burlingame, K. Steiner, A. Williams,  
E. Fish, C. Richards, M. Prak.

**Approval of Agenda:** Bill moved to approve the agenda. Ellen seconded. Agenda approved.

**Public Comment Period:** No public comment

**Approval of Minutes:** Carey moved to approve the January minutes. Bill seconded. Minutes approved.

**Director's Report:** Sandy moved to approve the Director's Report. Karen seconded. Board approved.

- Library Clerk/Children's Specialist: Hopes to make an offer soon, but the individual probably could not start until mid-March.
- Margo received a continuing education scholarship to attend the NYLA Conference in November.

**Financial Reports:**

- For December: \$15,261.92 – expenses, \$4,420.81 - deposits
- Carey moved to approve the Journal for December. Ellen seconded. Board approved.
- Carey moved to approve the Profit & Loss for December. Ellen seconded. Board approved.

**Committee Reports**

**Friends**

- Book sale: Dates are Friday, May 1 through Sunday, May 3. Regular sale will take place on Friday. All of Saturday will be bag sale. Friends will sell reusable bags (\$5 to fill), or people can bring their own Friends bag if they purchased one previously (\$2 to fill). Chicken Barbecue will take place as usual on Sunday, at Toomey's Corners.
- Friends plans to sell travel mugs for Keurig machine with logo on them.

**Budget/Finance/Personnel**

2020-21 Budget:

- Bill moved that the Bloomfield Public Library exceed the tax levy limit for the 2020-21 budget year. Sandy seconded. Board approved.
- Whereas, the adoption of this 2020-21 budget for the Bloomfield Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified

board members; now therefore be it

Resolved, that the Board of Trustees of the Bloomfield Public Library voted and approved to exceed the tax levy limit for 2020-21 by at least the sixty percent of the board of trustees as required by state law on February 17, 2020.

- Sandy moved to approve the 2020-21 budget as presented in the amount of \$180,050.00. Karen seconded. Board approved.

Recent Budget/Finance/Personnel Committee Meeting:

- Ron Kirsop recommended a six month review of the director.
- Ron recommended an informal committee/sounding board for personnel issues.
- Ron forwarded some surveys: survey of board for director, survey of director for board, self-review of board.
- Ron also shared some board meeting information.

### **Governance/Policy**

- Fund Policy: Still in progress.

### **Facility**

- 2018 NYS Construction Grant (interior upgrades):
  - Out of the Woods (millwork): Circulation desk design is done. Check for the deposit was just approved.
  - Flooring: Carpeting selected; floor for community room almost done being selected. Will have a price estimate soon.
  - Next steps are electricians, computer set-up, drywall.

### **Long-Range Planning**

- Board Retreat is postponed.

### **Old Business**

- Board Member Positions: Sandy and Mindy are up for re-election in May. Nominating petitions can be obtained from Debbie Robinson; they need to be returned to Debbie by 5:00 p.m. on Monday, April 20.

### **New Business**

- Ellen's cousin travels to libraries to do a program by Farmer Minor and Daisy the Pig: "Pigging Out on Literacy". He may be available to do this in August or September and would do it for Bloomfield Public Library at no charge.

**Adjournment:** Meeting adjourned at 8:41. Motion to adjourn made by Mindy.

**Next meeting:** Monday, March 16 at 7:00 p.m.