

**Bloomfield Public Library  
Trustees Meeting  
Monday, January 17, 2022  
7:02 p.m. via Zoom  
MINUTES**

**Call to Order:** The meeting was called to order at 7:04 p.m.  
Present: M. Hawkins, S. Mitchell, A. Williams, C. Richards, K. Steiner,  
S. Turnbull, S. Didas

**Approval of Agenda:** Sara moved to approve the agenda. Sandy seconded. Agenda approved.

**Public Comment Period:** No public comment

**Approval of Minutes:** Sandy moved to approve the December minutes. Carey seconded.  
Minutes approved.

**Financial Reports:**

- For December \$14,184.80 – expenses, \$180,104.04 – deposits
- Mindy moved to approve the Journal for December. Sarah seconded. Board approved.
- Mindy moved to approve the Profit & Loss for December. Sarah seconded. Board approved.

**Committees**

Friends Liaison

- Donations are coming in from the recent appeals letter.

Budget & Finance

- 2022-23 Budget needs to be reviewed and approved.

Personnel & Board Development

- Working on Director search

Facilities

- 2019 grant still needs to be closed and should be submitted by the end of February. Mindy has access to the portal and is working on this.

Governance

- No meeting or activity this month.

Planning & Evaluation

- 2022-23 Long Range Plan needs to be posted online.

**Old Business**

- Monthly review of *Handbook for Library Trustees of New York State* (Amy):  
Topic: Technology.

- Technology is transforming libraries. Infrastructure has a positive impact on the community.
- Libraries will be expected to provide access to in the future.
- Technology plans should include budget for technology.
- Library staff needs to be trained and able to help patrons.
- Internet policy and privacy.
- Technology we should consider is PC use, website, online content.
- One consideration is having availability of technology that patrons don't have at home (e.g., color printers).

Next month: Public Relations and Advocacy (Carey)

### **New Business**

- Hiring Process Update
  - > Karen moved to go into executive session to discuss personnel (hiring). Sara seconded. Board approved. Karen moved to come out of executive session. Sandy seconded. Board approved. Details about the open position were discussed.
  - > The library director position will be posted with civil service very soon. There are already a few possible candidates.

**Adjournment:** Meeting adjourned at 8:19. Motion to adjourn made by Karen.

**Next meeting:** Tuesday, February 15, 2022 at 7:00 p.m. (Rescheduled due to school vacation)