

**Bloomfield Public Library  
Trustees Meeting  
Monday, April 18, 2022  
7:00 p.m.  
MINUTES**

**Call to Order:** The meeting was called to order at 7:07 p.m.

Present: M. Hawkins, S. Mitchell, A. Williams, K. Steiner, S. Didas,

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

**Public Comment Period:** No public comment

**Approval of Minutes:** Sandy moved to approve the March minutes. Sarah seconded. Minutes approved.

**Financial Reports:**

- For March: \$12,376.94 – expenses, \$3,114.86 - deposits
- Sarah moved to approve the Journal for February. Sandy seconded. Board approved.
- Sarah moved to approve the Profit & Loss for February. Sandy seconded. Board approved.

**Review of bills to be paid:**

- Karen moved to approve payment of the bills for April in the amount of \$2,085.86. Sandy seconded. Board approved.

**Interim Director Report**

- Staff continues to cover things well.
- Need to plan summer reading goals, budget, vision, and requirements.

**Committees**

Friends Liaison

- Chicken BBQ takes place on Sunday, May 1
- Will support some Summer Reading activities, including ice cream social.
- Sensory Garden: Friends will donate \$500 to the Bloomfield Garden Club so that the Garden Club can set up the garden.
- Coffee cart will be set up again in the fall.
- Ordering aprons for volunteers at events.

Budget & Finance

- Upcoming vote: Need to have information available for voters.

Personnel & Board Development

- Meet with Ron to discuss restructuring staff and defining jobs
- Karen moved to increase wage for experienced substitute clerks from \$13.20 to \$13.70 per hour. Sandy seconded. Board approved.

#### Facilities

- Quotes for sealing the parking lot: Devine Seal Coating \$1825. Canandaigua Seal Coating: \$2,464. Western New York Seal Coating: \$1,598 (same as last time).

#### Governance

- Need to update some policies as per NYS registration.

#### Planning & Evaluation

- No activity this month.

#### Search Committee

- Waiting on exam results for library manager.
- Interview of possible programming clerk

#### **Old Business**

- Monthly review of *Handbook for Library Trustees of New York State* (Sandy):  
Topic: The Friends of the Library  
> To be reviewed next month.

#### **New Business**

- June Meeting: Reschedule to Tuesday, June 14

**Adjournment:** Meeting adjourned at 8:29. Motion to adjourn made by Karen.

**Next meeting:** Monday, May 16, 2022 at 7:00 p.m.