

**Bloomfield Public Library
Trustees Meeting
Monday, December 12, 2022
7:00 p.m.
MINUTES**

Call to Order: The meeting was called to order at 7:07 p.m.
Present: S. Mitchell, A. Williams, K. Steiner, C. Richards,
S. Turnbull, S. Didas, L. Schroeder

Approval of Agenda: Carey moved to approve the agenda, with addition of staff schedule.
Karen seconded. Agenda approved.

Public Comment Period: No public comment

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

Financial Reports

- For November: \$8,765.44 – expenses, \$242.61 - deposits
- Carey moved to approve the Journal for November. Karen seconded. Board approved.
- Carey moved to approve the Profit & Loss for November. Karen seconded. Board approved.
- Annual Financial Report (Lynda Schroeder)
- FFRPL Annual Grant Report – Tummonds Fund. Received money in March; used for audiotapes and books. Report is due in January or February.
- Assistive Technologies Grant: Need to spend remaining funds and plan set up of equipment previously ordered.
- Pre-audit with contractor. Carey provided the information to the contractor, and she will start on it soon.

Review of bills to be paid

- Sara moved to approve payment of the bills for December in the amount of \$1,757.10.
Sandy seconded. Board approved.

Friends Liaison

- Friends Holiday Volunteer Thank-You Party went well.
- Friends will be working on marketing.
- May look for grant for outdoor space.

Search Committee:

- Update/change published search requests. Close out job solicitations.
- Search Committee will be doing onboarding.

Budget & Finance

- Schedule subcommittee meeting; will plan to do this after the audit.

- Sandy moved to transfer \$3,000 from the unreserved fund to the bill pay checking account and \$5,000 from the unreserved account to the payroll checking account for December bills and payroll. Karen seconded. Board approved.

Personnel & Board Development

- 2023 Board Education requirements.

Facilities

- Quotes and repairs

Governance

- November 2022 updates to five policies posted to website
- Updates to a few additional policies.

Planning & Evaluation

- No report.

Programming

- Holiday party was great; 71 attended.

New Business

- Onboarding New Personnel

Adjournment: Meeting adjourned at 9:19. Motion to adjourn made by Karen.

Next meeting: Tuesday, January 17, 2023 at 7:00 p.m.