

**Bloomfield Public Library
Trustees Meeting
Tuesday, January 17, 2023
7:00 p.m.
MINUTES**

Call to Order: The meeting was called to order at 7:04 p.m.

Present: M. Hawkins, S. Mitchell, A. Williams, K. Steiner, C. Richards,
S. Didas, S. Turnbull, C. Arnold

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

Public Comment Period: No public comment

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

Director's Report

- Electronic timekeeping; planning to try software that also tracks sick time and vacation time.
- Trustees need two hours of training annually beginning in 2023.

Financial Reports

- For December: \$12,384.90 – expenses, \$122.96 - deposits
- Karen moved to approve the Journal for December. Carey seconded. Board approved.
- Karen moved to approve the Profit & Loss for November. Carey seconded. Board approved.

Review of bills to be paid

- Karen moved to approve payment of the bills for January in the amount of \$7,215.68. Carey seconded. Board approved.

Friends Liaison

- Took down holiday decorations.
- Next meeting is in beginning of February. Topics: welcome reception for Chelsea, marketing the Friends, sensory garden.

Budget & Finance

- Karen moved to transfer \$3,000 from the unreserved fund to the bill pay checking account and \$5,000 from the unreserved fund to the payroll checking account for January bills and payroll. Sandy seconded. Board approved.
- New York State minimum wage has increased to \$14.20. All employees are being paid minimum wage or above.

Personnel & Board Development

- 2023 Board Education requirements.

Facilities

- Additional quotes for window repair/replacement needed.

Governance

- Updated policies will be posted to website

Planning & Evaluation

- No report.

New Business

- Cameras: Carey will get quotes and additional information.
- Sarah made a motion to file the paperwork for the tax cap override. Carey seconded. Board approved.
- Trustees: Mindy's and Sandy's terms are up this year.
- Sarah moved to add Chelsea Arnold, library director, as third signer on checks. Carey seconded. Board approved.

Adjournment: Meeting adjourned at 8:44. Motion to adjourn made by Karen.

Next meeting: Monday, February 13, 2023 at 7:00 p.m.