

**Bloomfield Public Library
Trustees Meeting
Monday, November 14, 2022
7:00 p.m.
MINUTES**

Call to Order: The meeting was called to order at 7:13 p.m.

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

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

Public Comment Period: No public comment

Approval of Minutes: Carey moved to approve the October minutes. Sara seconded. Minutes approved.

Committees

Friends Liaison

- Holiday Party (for volunteers) on Friday, December 2.
- Decorating Library on Saturday, November 26.

Search Committee:

- We will make an offer to a candidate for the position of library manager.

Budget & Finance

- Met to discuss budget adjustments.
- Will hire someone to do pre-audit.
- Sarah 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 November bills and payroll. Sara seconded. Board approved.

Personnel & Board Development

- Ideal number of clerks with new director:

Facilities

- Toilet needs to be replaced.
- Weatherstripping at entrance door needs to be replaced.

Governance

- Policies will be updated to indicate “director/manager”.

Planning & Evaluation

- No activity this month.

Programming

- Santa visiting on Friday, December 9.

Financial Reports

- For October: \$12,318.72 – expenses, \$152.31 - deposits
- Karen moved to approve the Journal for October. Sandy seconded. Board approved.
- Karen moved to approve the Profit & Loss for October. Sandy seconded. Board approved.

Review of bills to be paid

- Karen moved to approve payment of the bills for November in the amount of \$3,002.30. Sandy seconded. Board approved.

New Business

- Pre-Audit with Contractor

Adjournment: Meeting adjourned at 9:18. Motion to adjourn made by Sara.

Next meeting: Monday, December 19, 2022 at 7:00 p.m.