

**Bloomfield Public Library**  
**Trustees Meeting**  
**Monday, October 17, 2022**  
**7:00 p.m.**  
**MINUTES**

**Call to Order:** The meeting was called to order at 7:06 p.m.  
Present: M. Hawkins, A. Williams, K. Steiner, C. Richards,  
S. Turnbull, S. Didas

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

**Public Comment Period:** No public comment

**Approval of Minutes:** Karen moved to approve the September minutes. Mindy seconded. Minutes approved.

### **Committees**

#### Friends Liaison

- Friends are funding candy purchase for October programming event and Halloween.

#### Search Committee: Interview Updates

- Interviewed two manager applicants; additional interview tomorrow.
- Possible candidates for clerk and page positions.
- Carey made a motion to hire Jewel Olsen as page. Mindy seconded. Board approved.

#### Budget & Finance

- Carey 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 September bills and payroll. Sarah seconded. Board approved.
- Karen moved to transfer \$6,000 from unreserved fund to the bill pay account and \$7,000 from the unreserved fund to the payroll account for the October bills and payroll. Carey seconded. Board approved.
- Scheduling a time to work with Lynda to complete audit report.
- Schedule budget meeting to review budget and discuss increase in minimum wage and impact on hiring and budget.

#### Personnel & Board Development

- Schedule and open hours will be discussed in a committee meeting.
- New book procedure in place.
- Performance reviews: on hold

#### Facilities

- Checking on power washing, etc.

#### Governance

- No activity this month.

#### Planning & Evaluation

- No activity this month.

#### Programming

- October events: Halloween Party on Saturday, October 29. Trick-or-Treat from 5:00-7:00 on Halloween (Monday, October 31).
- November: Preview of Wizard of Oz (Middle School Musical) on Wednesday, November 2 at 3:30 p.m.

#### Financial Reports

- For September: \$3,102.41 – expenses, \$151.02 - deposits
- Carey moved to approve the Journal for September. Sara seconded. Board approved.
- Carey moved to approve the Profit & Loss for September. Sara seconded. Board approved.

#### Review of bills to be paid

- Carey moved to approve payment of the bills for October in the amount of \$5,770.36. Sara seconded. Board approved.

**Adjournment:** Meeting adjourned at 9:07. Motion to adjourn made by Karen.

**Next meeting:** Monday, November 14, 2022 at 7:00 p.m.