

**Bloomfield Public Library  
Trustees Meeting  
Monday, September 19, 2022  
7:00 p.m.  
MINUTES**

**Call to Order:** The meeting was called to order at 7:08 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. Sandy seconded. Agenda approved.

**Public Comment Period:** No public comment

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

**Financial Reports:**

- For August: \$16,107.66 – expenses, \$1,936.09 - deposits
- Carey moved to approve the Journal for August. Sarah seconded. Board approved.
- Carey moved to approve the Profit & Loss for August. Sarah seconded. Board approved.

**Review of bills to be paid:**

- Carey moved to approve payment of the bills for September in the amount of \$3,226.75. Sarah seconded. Board approved.

**Committees**

Friends Liaison

- Book sale this past Saturday (September 17) went well; shed cleared out.

Search Committee

- Applicant Interviews. Two interviews for clerk position; resumes are still coming in. Will reach out to Library Science schools to inquire about hiring graduates.

Budget & Finance

- Karen moved to stop funding the Bloomfield Public Library's staff participation in the Family Literacy program due to current budgetary restraints and staffing issues. Sandy seconded. Board approved.

Personnel & Board Development

- Schedule and Open Hours: Working on uniform schedule.
- Staff Meeting Preparation: Staff meeting to take place on Tuesday, September 20.

Facilities

- Quote on paint/repair/power washing: Sandy is looking for someone who can assess what needs to be done regarding the windows and facia.

- Snow Plowing: Carey is gathering quotes.
- Lights have been repaired, but we might need to change the timer.

#### Governance

- Need to update cash handling policy to indicate immediate deposit or use of dropbox.
- Mileage reimbursement policy indicating reimbursement to and from library, as well as federal rate for mileage reimbursement.

#### Planning & Evaluation

- No activity this month.

#### Programming

- Victor interested in joining forces

**Adjournment:** Meeting adjourned at 9:34. Motion to adjourn made by Karen.

**Next meeting:** Monday, October 17, 2022 at 7:00 p.m.