

Bloomfield Public Library
Trustees Meeting
Tuesday, June 19, 2023
7:00 p.m.
MINUTES

Call to Order: The meeting was called to order at 7:09 p.m.
Present: M. Hawkins, S. Mitchell, A. Williams, K. Steiner,
S. Turnbull, C. Arnold

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

Public Comment Period: No public comment

Approval of Minutes: Amy moved to approve the May minutes. Sandy seconded. Minutes approved.

Financial Reports

- For May: \$17,115.19 – expenses, \$150.93 - deposits
- Sara moved to approve the Journal for May. Sandy seconded. Board approved.
- Sara moved to approve the Profit & Loss for May. Sandy seconded. Board approved.

Review of bills to be paid

- Sara moved to approve payment of the bills for June in the amount of \$9,883.98. Sandy seconded. Board approved.

Director's Report

Sara moved to approve the Director's Report. Amy seconded. Board approved.

- Summer Reading program kick-off on June 27.
- Three museum/park passes purchased.
- Starting a seed library.
- Longer hours to begin on June 26. Will need to have more staff hired by end of summer to continue this (two employees have other commitments and thus work fewer hours during academic year).
- Updating two civil service job positions.
- Inspection last week; fire alarms to be tested this Wednesday.
- Looking into power washing.
- Starting to remove plexiglass at circulation desk.
- New sexual harassment training for staff.

Committees

Friends Liaison

- Accepted proposal by Spring Valley Gardens for sensory garden. Will do the work toward the end of July.
- Ice cream social for Summer Reading kick-off on Tuesday.

Budget & Finance

- Karen moved to transfer \$20,000 from the operating fund to the bill pay checking account and \$20,000 from the operating fund to the payroll checking account for June bills and payroll. Sara seconded. Board approved.
- We need to send a check for half of the down payment to Kevin Wyand for the window replacement.

Personnel & Board Development

- Reviewed library director evaluation survey results. Director's Goals were created for the upcoming year.
- Sara moved to approve Chelsea Arnold for the move from provisional to permanent Library Manager at a wage of \$26.50 per hour. Sandy seconded. Board approved.

Facilities

- No report.

Governance

- No activity this month.

Planning & Evaluation

- No report. Will plan to meet soon.

Old Business

- Construction Grant: Awarded total and payment toward window.
- Garden will be put in toward the end of July. We will vote on the Gazebo at the next meeting and have that scheduled. Books for story walk cannot be photocopied.

New Business

- Charter renewal
- Vote at next meeting; reminder for oath of office.
- Closing account; new budget next month.
- Thank you.

Adjournment: Meeting adjourned at 8:40. Motion to adjourn made by Karen.

Next board meeting: Monday, July 17, 2023 at 7:00 p.m.