

Bloomfield Public Library
Meeting of the Board of Trustees
Monday, January 13, 2025
6:00 p.m.
MINUTES

Call to Order: The meeting was called to order at 6:08 p.m.
Present: C. Badger, A. Borgstrom, Q. Peacock, K. Steiner, R. Aycock,
D. Wollschleger, E. Meade

Public Comment: No public comment

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

Approval of Minutes: Cydney moved to approve the December minutes. Quintin seconded.
Motion approved.

Treasurer's Report:

- Ann made a motion to approve the Treasurer's Report for December, as amended. Quintin seconded. Board approved.

Financial Reports:

- For December: \$5,380.63 – expenses, \$48,067.26 – deposits.
- Karen moved to approve the Cash Activity Report for December. Cydney seconded. Board approved.
- Karen moved to approve the Year-to-Date Report for December. Quintin seconded. Board approved.

Review of bills to be paid:

- Karen moved to approve payment of the bills (warrants) for January in the amount of \$5,748.65. Cydney seconded. Board approved.

Director's Report: Karen moved to approve the Director's Report. Quintin seconded.
Director's Report approved.

- About 50 attendees to Santa event
- Working with Ontario County Public Health and American Heart Association for Walking Challenge in February.
- Volunteering at Community Support Shoppe on January 16, 2025.
- Drinking Fountain Work starting later this month or early February
- ServPro to do repairs; Rachael meeting with them later this week. Plan for carpet cleaning afterwards.
- Fencing: Reaching out to contractors.
- Located someone who can do commercial building inspection in late February.
- Received some larger donations this past month.

Committees

Friends of the Library Liaison Report:

- No report (meeting on same night as Board of Trustees meeting)
- Open meeting being moved to March; they will let us know the date.

Budget and Finance

- Previous meeting: Wednesday, January 8
- Went through proposed budget for 2025-26. Current amount is slightly under tax cap.
- Next Meeting: Wednesday, February 5 at 6:00 p.m.

Personnel

- Previous meeting: Monday, January 13
- Discussed upcoming director evaluation.
- Need to meet in February to look at required handbook updates and make decisions regarding optional sections.
- Next Meeting: Wednesday, January 29 at 6:00
- Following Meeting: Wednesday, February 19 at 6:00 p.m.

Governance

- No report

Facility:

- Should be after Construction Aid Q&A; can schedule in February

Planning & Evaluation

- No report. Looking for date for planning

Quintin moved to approve the committee reports; Cydney seconded. Committee Reports approved.

Old Business

- Health Insurance Stipend: Will discuss at next meeting.
- Budget Vote Update: Cydney will contact the district clerk.
- Board Member Recruitment: We should have a fifth board member prior to the election.
- NYS Retirement Quote: Rachael is still waiting for this; we will discuss at next meeting.

New Business

- January Personnel Change Report: Karen moved to approve the January Personnel Change Report. Quintin seconded. Board approved.
- Collection Development Policy: Karen moved to approve the Collection Development Policy. Cydney seconded. Board approved.
- Disposal and Sales of Surplus Policy: Quintin moved to approve the Disposal and Sales of Surplus Policy. Ann seconded. Board approved
- Job Descriptions: Quintin moved to approve the updated job descriptions. Karen seconded. Board approved.

- Motion to pay bills before February meeting: Quintin moved to approve paying the bills that could incur late fees prior to the February meeting due to the late meeting date. Karen seconded. Board approved.
- Painting: Reviewed quotes and looked at samples.
- FFRPL Annual Report: Karen moved to approve the FFRPL Annual Report. Cydney seconded. Board approved
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Adjournment: Meeting adjourned at 7:34 p.m. Motion to adjourn made by Cydney.

Next Meeting: Monday, February 24 at 6:00 p.m.