

**Bloomfield Public Library
Meeting of the Board of Trustees
Monday, April 21, 2025
6:00 p.m.
MINUTES**

Call to Order: The meeting was called to order at 6:05 p.m.
Present: A. Borgstrom, Q. Peacock, K. Steiner, E. Meade,
R. Aycock, D. Wollschleger R Kirsop

Public Comment: No public comment.

Approval of Agenda: Karen moved to approve the agenda. Emily seconded. The motion passed unanimously.

Approval of Minutes: Ann moved to approve the March minutes. Emily seconded. The motion passed unanimously.

Treasurer's Report:

- Emily moved to approve the Treasurer's Report for February. Ann seconded. The motion passed unanimously.
- Emily moved to approve the Treasurer's Report for March. Ann seconded. The motion passed unanimously.
- Ann moved to transfer \$25,000 from fund balance to the building maintenance line, thus increasing the budget by \$25,000. Emily seconded. The motion passed unanimously.

Financial Reports:

- For February: \$21,848.19 – expenses, \$11,136.61 – deposits.
- Emily moved to approve the Cash Activity Report for February. Ann seconded. The motion passed unanimously.
- Karen moved to approve the Year-to-Date Report for February. Emily seconded. The motion passed unanimously.
- For March: \$11,718.88 – expenses, \$188.98 – deposits.
- Emily moved to approve the Cash Activity Report for March. Ann seconded. The motion passed unanimously.
- Emily moved to approve the Year-to-Date Report for March. Ann seconded. The motion passed unanimously.

Review of bills to be paid:

- Karen moved to approve payment of the bills (warrants) for April in the amount of \$13,567.67 Ann seconded. The motion passed unanimously.

Director's Report: Quintin moved to approve the Director's Report. Ann seconded. The motion passed unanimously.

- Betsy attended OWWL Summer Reading; prepping for summer reading program.
- BPL participated in Rotary egg hunt.

- Focused on reorganizing library space.
- Seed library has launched and is very popular.
- Will prepare for food pantry collections.
- Toured Historical Society and discussed joint activity.

Committees

Budget and Finance

- No report

Personnel

- Previous meeting: April 21, 2025
- Health Insurance Stipend: \$3,000. Will likely disburse in June (one lump sum payment). Will create a policy and plan the details for the budget in the May meeting.
- New York State Retirement: Cost is \$28,000 annually. Move money into Benefits Reserve to pay into next year; start in January 2026.
- Board Retreat: Will plan for summer retreat: half day, focus on long-range plan.

Governance

- No report

Facility:

- Needs to meet to discuss construction aid. Will meet on Thursday, April 24 at 11:00.

Planning & Evaluation

- Long-Range Planning Cohort: April 2. Ann and Cydney attended.
- Will need to meet soon to plan first step in planning. Will meet on Friday, April 25 at 6:30.

Audit

- No report.

Emily moved to approve the committee reports. Ann seconded. The motion passed unanimously.

Friends of the Library Liaison Report:

- No report as of April 21.
- Used book drop-off date Saturday, April 26 from 10:00-12:00 and Saturday May 10 from 10:00-12:00.
- Book sale is Saturday, May 31. Will condense items after the book sale.
- Will have a table/flyers during open house.

Old Business

- Quintin moved to approve the Budget Presentation Documents as amended. Emily seconded. The motion passed unanimously.
- NYS Retirement Quote: Will plan to revisit in January 2026.

New Business

- Quintin moved to approve the Youth Worker Policy as amended. Ann seconded. The motion passed unanimously.
- Emily moved to discontinue the Library Hours Policy. Ann seconded. The motion passed unanimously.
- Emily moved to approve the Library Hours and Closing Policy. Ann seconded. The motion passed unanimously.
- Quintin moved to approve the FRPPL Funds Commitment to OWWL. Emily seconded. The motion passed unanimously.
- Impact of IMLS Changes: On March 14, there was an executive order to cease funding Institute for Museum and Library Services. Historically, federal funds have gone to state libraries; the New York State library has received over \$8 million annually. Fortunately, local libraries in NYS are not funded by IMLS, but there still could be an impact. We are also currently awaiting the NYS budgets to find out the state aid this year.
- Construction Aid Decision. The Facilities Committee will discuss what to get quotes for.

Reminders:

School Board Budget Presentation: Wednesday, May 7 at 6:00 p.m.

Library Budget Presentation/Open House: Monday, May 12 from 6:00-8:00 p.m.

Budget Vote: Tuesday, May 20

Staff Meeting with Board Invite: Thursday, May 22 at 6:00 p.m.

Next Meeting: Monday, May 19 at 6:00 p.m.

Adjournment: Meeting adjourned at 7:32 p.m. Motion to adjourn made by Quintin.