

Bloomfield Public Library
Meeting of the Board of Trustees
Monday, May 19, 2025
6:00 p.m.
MINUTES

Call to Order: The meeting was called to order at 6:04 p.m.
Present: A. Borgstrom, Q. Peacock, K. Steiner, E. Meade, C. Badger
R. Aycock, R Kirsop

Public Comment: (Ron Kirsop commented that the library is a great place, and we are all doing a good job.)

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

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

Treasurer's Report:

- Quintin moved to approve the Treasurer's Report for April, with the correction in the last bullet of bank transfers of August to April. Ann seconded. The motion passed unanimously.

Financial Reports:

- For April: \$13,567.67 – expenses, \$418.81 – deposits.
- Karen moved to approve the Cash Activity Report for April. Quintin seconded. The motion passed unanimously.
- Karen moved to approve the Year-to-Date Report for April. Quintin seconded. The motion passed unanimously.

Review of bills to be paid:

- Ann moved to approve payment of the bills (warrants) for May in the amount of \$11,293.91. Quintin seconded. The motion passed unanimously.

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

- Blessing Room has been providing excess produce for our stand; it's been very successful.
- June 14: Presenter about Frederick Douglass in honor of Juneteenth.
- 46 programs in April, with 323 participants; more than two-fold increase over last year in April.
- Updating disaster and related policies.
- Completed training for worksite for teen summer program.
- *Elevated Communicator* book for staff book study this summer instead of staff meetings.
- Collecting quotes for parking lot lights and for repair of columns at entrance.
- Security system is not NDAA compliant.

Committees

Budget and Finance

- No report

Personnel

- Needs to meet to work on manager contract. Will meet on Monday, June 16 at 5:00.
- Health Insurance Stipend:
- Board Retreat:

Governance

- No report

Facility:

- Previous meeting: Thursday, April 24.
- Planning to apply for construction aid; gathering quotes.

Planning & Evaluation

- Previous meeting: Friday, April 25
- Rachael and Ann are attending the cohort meetings.

Audit

- No report.

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

Friends of the Library Liaison Report:

- April meeting notes were sent.
- Book sale is Saturday, May 31. Will condense items after the book sale.

Old Business

- Cydney made a motion to approve the change to the Employee Handbook to include the Health Insurance Stipend. Ann seconded. The motion passed unanimously.
- Ann made a motion to accept the May RPC (Health Insurance Stipend). Cydney seconded. The motion passed unanimously.
- Quintin made a motion for a Budget Transfer of \$3000 from Funds Balance to cover the Health Insurance Stipend from Funds Balance. Ann seconded

New Business

- Internal Review Process for planning process. Will look at facility, community partnerships, and community relations. Will also develop vision and core values. Retreat will take place on Friday, July 11 from 12:00-3:00 at OWWL (2557 State Route 21, Canandaigua).
- Budget Presentation Summary/Open House went well, with board, staff, and Friends, as well as a few guests.
- Cydney made a move to approve Disaster Response Plan. Karen seconded. The motion passed unanimously.

- Cydney made a motion to accept the May RPC (OCCS appointments). Ann seconded. The motion passed unanimously.
- Construction Aid Intent to Apply will be sent out by May 30.
- Cydney made a motion to accept the Driveway Sealing Quote from Jarosinski Brothers. Ann seconded. The motion passed unanimously.

Reminders:

Budget Vote: Tuesday, May 20

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

Friends Book Sale: Saturday, May 31 – 10:00-2:00.

Next Meeting: Monday, June 16 at 6:00 p.m.

Summer Reading Kick-off: Friday, July 11 after retreat.

Adjournment: Meeting adjourned at 7:06 p.m. Motion to adjourn made by Quintin.