

**Bloomfield Public Library
Meeting of the Board of Trustees
Monday, November 17, 2025
6:00 p.m.
MINUTES**

Call to Order: The meeting was called to order at 6:02 p.m.

Present: Q. Peacock, A. Borgstrom, M. George, E. Meade, K. Steiner, R. Aycock, D. Wollschleger

Public Comment: From Rachael: Kudos on our award

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

Approval of Minutes: Ann moved to approve the October Board Meeting minutes. Michele seconded. The motion passed unanimously.

Treasurer's Report:

- Quintin moved to approve the October Treasurer's Report. Michele seconded. The motion passed unanimously.

Financial Reports:

- For October: \$12,361.59 – expenses; \$1,972.95 – deposits.
- Quintin moved to approve the Cash Activity Report for October. Emily seconded. The motion passed unanimously.
- Karen moved to approve the Year-to-Date Report for October. Michele seconded. The motion passed unanimously.

Review of bills to be paid: Karen moved to approve payment of the bills (warrants) for November in the amount of \$3,631.00. Ann seconded. The motion passed unanimously.

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

- Recent attendance: 46 at Pumpkin Parade (with great prizes from Duvall Farms); 136 stopped by on Halloween; almost 200 at Duvall Farms Trunk or Treat. Adult Craft Programs have been very popular, with near-record registrations for recent ones.
- Elementary and Middle School Art Shows in Library in November and December.
- Joining other community organizations for monthly meetings about how to best meet community needs.
- Rachel attended NYLA this month; sessions on marketing, leadership, professional development, and upcoming DLD changes.
- New furniture arriving!
- BPL received OWWL award: Board of the Year!

- Received Reach Out Read On grant from OWWL.
- Received grant toward Leadership Ontario
- Received OWWL grant that will allow us to make the children's area more accessible and sensory friendly.
- Rachael presented for the Ontario County Housing Consortium.

Committees

Budget and Finance – Last met on Thursday, October 23 (Quintin, Ann, Karen)

- Began discussing 2026-27 budget
- Next meeting: Tuesday, December 2 at 6:00

Personnel (Quintin, Michele, Karen)

- Needs to meet for Director Evaluation: Wednesday, January 14 at 6:00 p.m.

Governance

- No report

Facility

- No report

Planning – Last met on Monday, November 3.

- Next meeting: Tuesday, December 9 at 5:30

Audit

- No report

Financial Oversight Committee

- No report

Friends:

Quintin moved to accept the Friends Liaison Report. Ann seconded. The motion passed unanimously.

- Will provide cookies and milk for Santa visit on December 16
- Decorating the library on the Saturday after Thanksgiving
- Currently doing annual fundraising appeal.
- Three active members

Old Business

- Long Range Planning Update

New Business

- Fence Quote Approval: Will get other quotes; work cannot be done until Spring.

- Disposal of Property: Quintin moved to approve the disposal of the 29 blue chairs. Ann seconded. The motion passed unanimously.
- Claims Auditor Policy: Ann moved to approve the Claims Auditor Policy. Emily seconded. The motion passed unanimously.
- Suspension of Patron Access Policy: Quintin moved to approve the Suspension of Patron Access Policy. Ann seconded. The motion passed unanimously.

Adjournment: Meeting adjourned at 7:00 p.m. Motion to adjourn made by Quintin.

Reminders

OWWL Training: Wednesday, November 19, 2025 at 4:30 p.m.

The Librarians screening: Sunday, November 23 at 2:00 at the Avon Free Library

Tree Lighting at Fire Hall: Sunday, November 30 – 5:00-7:00 p.m.

Next Meeting: Monday, December 15 at 6:00 p.m.