Bloomfield Public Library
Meeting of the Board of Trustees
Monday, October 19, 2026
6:00 p.m.
MINUTES

Call to Order: The meeting was called to order at 6:07 p.m.

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

Public Comment: No public comment

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

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

Treasurer's Report:
- Quintin moved to approve the September Treasurer's Report. Emily seconded. The motion passed unanimously.

Financial Reports:
- For September: $14,004.85 – expenses; $4,105.64 – deposits.
- Quintin moved to approve the Cash Activity Report for September. Michele seconded. The motion passed unanimously.
- Quintin moved to approve the Year-to-Date Report for September. Emily seconded. The motion passed unanimously.

Review of bills to be paid: Quintin moved to approve payment of the bills (warrants) for October in the amount of $12,032.49. Emily seconded. The motion passed unanimously.

Director's Report: Quintin moved to approve the Director's Report. Ann seconded. The motion passed unanimously.
- Most attended program in September was the Big Truck Day, with 78 attendees.
- A total of 302 attendees for over 26 programs in September
- Weekly story times continue to gain populatrity.
- Duvall Farms once again donated pumpkins for the annual pumpkin decorating contest. Voting takes place October 28, with the Lions Club in attendance to serve popcorn.
- The Library is participating in the Great Give Back, collecting crackers and canned cranberries for the Blessing Room.

Committees
Budget and Finance – (Quintin, Ann, Karen)
- No report.

- Meeting on Monday, November 2 at 5:00

Personnel (Quintin, Michele, Karen)
- No report.
- Start Director Evaluation. Will meet in late November or December.

Governance
- No report

Facility (Ann, Emily, Michele):
- Architect meeting planned.

Planning (Quintin, Emily, Ann)
- No report.

Audit
- No report

Financial Oversight Committee (Karen, Michele).
- Meeting on Wednesday, November 4 at 6:00.

Capital Project Committee (Michele, Quintin, Ann).
- Has met with two architecture firms. Will schedule a follow-up meeting to discuss.

Friends Liaison Report:
- Spaghetti dinner with the Lions Club on October 14.

Old Business
- Copier Purchase: Quintin moved to approve of the purchase of the Ricoh printer (Option 2) on the quote. Michele seconded. The motion passed unanimously.
- AFR Report: Awaiting availability.

New Business
- Reserve Fund Transfer: Quintin moved to redesignate the $52,000 currently held in the library's capital reserve account and return it to unassigned/operating fund balance, and to authorize the Treasurer to transfer those funds from the capital reserve account to the library's operating account. Karen seconded. The motion passed unanimously.
- Bylaw Amendment: Quintin moved to approve updated bylaws indicating quorum as a majority. Emily seconded. The motion passed unanimously.
- Conflict of Interest Policy: Quintin moved to approve the Conflict of Interest Policy. Ann seconded. The motion passed unanimously.
- Director Outside Employment: Discussed
- Mediated Computer Purchasing: Discussed

- October 2026 RPC (Personnel Change Report): Emily moved to approve the October RPC. Michele seconded. The motion passed unanimously.
- Treasurer Resignation: Quintin moved to accept the resignation of Donna Wollschleger as Library Treasurer, effective November 12, 2026 and to thank her for her service to the Library. Michele seconded. The motion passed unanimously.
- Interim Check Signing: Michele moved to designate Quintin Peakock, who is not the Claims Auditor, to sign checks as the Library's financial officer from November 12, 2026; until a new Treasurer is appointed and takes office. Karen seconded. The motion passed unanimously.
- Interim OSC Filing: Quintin moved to authorize the Library Director to request access to the Office of the State Comptroller's filing system and to submit the Library's tax cap and Annual Financial Report filings until a new Treasurer is appointed and takes office. Ann seconded. The motion passed unanimously.
- Treasurer Posting: Quintin moved to establish the rate to advertise the Treasurer Vacancy at $23-25 per hour. Ann seconded. The motion passed unanimously.
- Quintin formally acknowledged, with the support of the Board of Trustees, Donna Wollschleger's service to the library during the past three-and-a-half years.

Adjournment: Meeting adjourned at 7:38 p.m. Motion to adjourn made by Quintin.

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