

Bloomfield Public Library
Trustees Meeting
via GoToMeeting
Monday, May 17, 2021
7:00 p.m.
MINUTES

Call to Order: The meeting was called to order at 7:xx p.m.
Present: M. Hawkins, S. Mitchell, B. Burlingame, K. Steiner, C. Richards,
A. Williams, M. Prak. Also in attendance: S. Didas.

Approval of Agenda: Sandy moved to approve the agenda. Bill seconded. Agenda approved.

Public Comment Period: No public comment

Approval of Minutes: Amy moved to approve the April minutes. Carey seconded. Minutes approved.

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

- Attended Bloomfield Challenge at Veteran's Park.
- Substitute Clerk: Bill moved to create a substitute clerk position to cover absences as needed. Karen seconded. Board approved.
- Carpet cleaning scheduled for this Saturday.
- Assemblyman Jeff Gallahan toured the library.

Financial Reports:

- For April: \$14,736.27 – expenses, \$473.00 – deposits
- Sandy moved to approve the Journal for April. Karen seconded. Board approved.
- Sandy moved to approve the Profit & Loss for April. Karen seconded. Board approved.

Review of bills to be paid:

- Karen moved to approve payment of the bills for May in the amount of \$3,929.82. Amy seconded. Board approved.
- Payment of bills approved orally by S. Mitchell, W. Burlingame, C. Richards, A. Malpass.

Committees

Friends Liaison

- Chicken Barbecue: Made \$829; ran out of dinners in less than three hours!

Budget/Finance/Personnel

- Election takes place tomorrow.

Governance

- No meetings this past month.

Facility

- Still gathering quotes for Intent to Apply for NYS Construction Aid grant (fencing and repair to siding damage). This is due at the end of June.

Planning

- One meeting took place, but there is a lot more work to be done.

Nominating

- > Slate of Officers for 2021-22 Board of Trustees to be presented at June meeting.
 - President
 - Vice President
 - Secretary
 - Financial Officer

Old Business

- Monthly review of *Handbook for Library Trustees of New York State* (Amy):
 - > Topic: Ethics and Conflicts of Interest
 - As elected trustees, we need to be mindful that we are responsible for the taxpayers; it is recommended that we have a policy of this.

New Business

- ALA Libraries Transforming Communities Grant: We received the grant funds, and Lynda Schroeder helped to set up a Quickbooks account to track it. Planning to put together a committee in order to gather input.
- Draft of Presenter Contract: Karen moved to adopt the Indemnification Agreement with a change to include the entire building and grounds. Bill seconded. Board approved.
- Mode of future meetings: virtual vs. in-person. We can only continue to meet virtually as long as the NYS mandate allows it.
- NYS & CDC updated guidelines for vaccinated individuals – discussion: The governor announced earlier today that NYS will be following CDC guidelines in that vaccinated individuals do not have to wear masks. Our library can decide whether it wants to follow this guideline or not. Margo is checking with employees and will see what other PLS libraries will do. Current plan is to follow the school district guidelines for now.

Adjournment: Meeting adjourned at 8:11 p.m. Motion to adjourn made by Karen.

Next meeting: Monday, June 21, 2021 at 7:00 p.m.