

**Bloomfield Public Library**  
**Trustees Meeting**  
**Monday, March 16, 2020**  
**7:00 p.m.**  
**MINUTES**

**Call to Order:** The meeting was called to order at 7:04 p.m.  
Present: M. Hawkins, S. Mitchell, B. Burlingame, K. Steiner, A. Williams,  
M. Prak.

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

**Approval of Minutes:** Sandy moved to approve the minutes from February 17, 2020 and February 18, 2020. Amy seconded. Minutes approved.

**Financial Reports:**

- For February: \$8,834.01 – expenses, \$293.19 - deposits
- Karen moved to approve the Journal for February. Sandy seconded. Board approved.
- Karen moved to approve the Profit & Loss for February. Sandy seconded. Board approved.

**Review of bills to be paid:**

- Bill moved to approve payment of the bills for March in the amount of \$8,011.38. Sandy seconded. Board approved.

**Old Business**

- Annual Report to the State has been completed. Bill made a motion to approve the Annual Report to the State. Sandy seconded. Board approved.

**New Business**

Discussion of Pandemic Response.

- Karen moved that, as a result of the worldwide COVID-19 pandemic underlying the State Disaster Emergency, the library will be closed as beginning March 17, 2020; the library staff is expected to report until further notice based on direction from the CDC, New York State, Ontario County, or the Pioneer Library System. Bill seconded. Board approved.

**Adjournment:** Meeting adjourned at 8:28. Motion to adjourn made by Karen.

**Next meeting:** Monday, April 20 at 7:00 p.m.