

Hulbert Library of the Town of Concord

Meeting Minutes

Date: June 13, 2024

Time Start: 8:38 **Time End:** 9:57

Place: Concord Library Community Room - in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

President	Sue Fischbeck	Present
Vice President	Stephanie Bacon	Present
Secretary	Sue Kellner	Present
Treasurer	Sue Putney	Present
Town Board Rep	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Bob Adler	Absent-excused
Trustee - Village Rep	Lindsay Buncy	Absent-excused
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Absent-excused

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:38 AM.
2. **Village Report** - none
3. **Town Board Report**
 - a. Phil reported that the Town is waiting for Joy Keubler to provide the documents/specs so that they can begin the bidding process for the Outdoor Space. The space needs to be completed before the parking lot is sealed and striped.
 - b. A discussion was held for the library to be a part of the Town's budget work sessions in September.
4. **Secretary's Report**

Motion was made to approve the minutes of May 9, 2024 with one correction: change the wording of Correspondence (a) from "in memory of Barbara Hebden" to "from the estate of Barbara Hebden." Motion was made by Sue P. Mary Carol seconded, passed unanimously.

5. Treasurer's Report

Sue Putney presented reports on accounts. Sue K. proposed approval and Mary Carol seconded. Passed unanimously.

6. Approval of Bills

- a. County
 - i. Village water \$113.50
 - ii. Village electric \$268.43
 - iii. Mileage reimbursement - Karyn Hanrahan \$18.09
 - iv. Mileage reimbursement - Jennifer Morris \$14.74
- b. Private - Petty Cash - \$100.00
- c. Private - \$40 for Springville Garden Club sponsorship for the Garden Walk
- c. Private - Long arm stapler \$32.12
- d. Private - Construction Aid - none

Stephanie made a motion to approve the bills. Sue P. seconded the motion. Approved unanimously.

7. Committee Work

- a. Sustainable Libraries Initiative - Jennifer and Mary Carol met and continued to work on the checklist and planning. They changed the schedule to allow more time to complete the sections.
- b. Outreach Committee - discussion was held how the monthly flier is being distributed throughout the village

8. Correspondence

- a. Donation – Barbara and Larry Strum in memory of Barbara Hebden - \$25.00
- b. Donation - Lee and Sandy Wiedemann in memory of Barbara Hebden - \$75.00
- c. Donation - Springville Garden Club for Garden Programs - \$200.00

9. Director's Report - see attached

10. Old Business

- a. 30th anniversary of library building - Wednesday July 10th

11. New Business

- a. Policy review for June - Conflict of interest - see attached
- b. Gift cards - summer reading programs
- c. Construction aid update
- d. State grant - Dave DiPietro

12. Next Meeting Date: July 11, 2024

13. Adjournment: A motion was made by Sue P. to adjourn the meeting at 9:57 AM. It was seconded by Mary Carol. The motion was carried by all.

Respectfully submitted,
Susan Kellner