

Hulbert Library of the Town of Concord

Meeting Minutes

Date: November 14th, 2024

Time Start: 8:32 AM **Time End:** 9:53 AM

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	absent-excused
Library Director	Jennifer Morris	present
Trustee - Village Rep	Lindsay Buncy	present
Trustee	Mary Carol Dearing	present
Trustee	Kelly Campbell	present via zoom
Trustee	Laura Safford	present

Agenda Items

1. Call to order Sue Fischbeck called the meeting to order at 8:32 AM.

2. Secretary's Report

Motion was made to approve the minutes of October 10, 2024 by Stephanie. Sue P. seconded, passed unanimously.

3. Treasurer's Report

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

4. Approval of Bills

a. County

i. Village water \$139.00

ii. Village electric \$300.18

b. Private

i. Stephen Myers - DJ for Baby Rave program \$75.00

- ii. Cinema and Sound – service outdoor camera \$163.13
- c. Private - Construction Aid
 - i. Joy Kuebler Landscape Architect \$1450.50

Mary Carol made a motion to approve the bills. Laura seconded the motion.
Approved unanimously.

5. Committee Work

a. Sustainable Libraries Initiative

- i. Work continues on inputting information into the form, also working on a collaboration of workshops with Grow With Springville
- ii. As an offshoot to native plants introduction, we will take a garden section and grow a native plants/pollinator garden
- iii. We heard from Kelly at the Rural Outreach Center, an intern may come here on Thursdays to help with social services
- iv. February 15th: Seeds for Thought book club

b. Outreach Committee - no report

c. Building Maintenance Committee - Memorandum of Understanding between library and town - Jennifer has a copy of this document and it will need updating.

6. Village Report

- December 14th - Very Merry Main Street event - will include interactive activities. The library will have a kids' program on this day, and have the Santa mailbox available for kids to write Santa letters.

7. Town Board Report

8. Correspondence

- a. Kiwanis Club of Springville - \$250 donation for teen crafts for teen space - thank you letter sent

9. Director's Report - see attached

10. Old Business

- a. Outdoor space update
 - i. Thank you signage and spring grand opening - Sue F. will create a draft
 - ii. Joy Kuebler - stewardship planning process. The Board will look over the document and will discuss it at a future meeting.
- b. Amount paid to the town for the outdoor space reimbursement was modified to cover 100% of the cost.

11. New Business

- a. Policy review for October – Ethics Policy and Equal Opportunity and Anti-Harassment Policy. A motion was made to accept this policy by Stephanie, seconded by Sue P.
Approved unanimously.
- b. Baby changing stations - will discuss in the future
- c. Additional outdoor cameras – Cinema & Sound estimate: total \$1959.68 for 3 additional

cameras. Sue P. made a motion to approve the bill, Mary Carol seconded. Approved unanimously.

d. 2025 Holidays - The library will be closed on major holidays. Jennifer will decide the closure of the library for all other holidays. A motion was to approve this by Mary Carol, seconded by Laura.

e. Vote of officers – December meeting

12. Next Meeting Date: December 12, 2024 @8:30 AM

13. Adjournment: A motion was made by Mary Carol to adjourn the meeting at 9:53. It was seconded by Stephanie. The motion was carried by all.

Respectfully submitted,
Susan Kellner