

Hulbert Library of the Town of Concord

Meeting Minutes

Date: October 10, 2024

Time Start: 8:30 AM **Time End:** 9:45 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	Present
Library Director	Jennifer Morris	Present
Trustee - Village Rep	Lindsay Buncy	Absent-excused
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Present via zoom

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:30 AM.

2. **Secretary's Report**

Motion was made to approve the minutes of September 12, 2024 by Sue P. Stephanie seconded, passed unanimously.

3. **Treasurer's Report**

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

4. **Approval of Bills**

a. County

i. Village water \$113.50

ii. Village electric \$329.45

iii. Window cleaning (November 6) \$360.00

b. Private

i. Mark Carra - Creepy Crawlies 10/12 program \$100

ii. Amazon \$82.40 - Halloween supplies

- iii. Ingram \$81.26 - private book order
- c. Private - Construction Aid

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

5. Committee Work

- a. Sustainable Libraries Initiative
 - Jennifer met with a mentor to go over what has been done so far. The project is 30% done and doing well so far, according to the mentor. Further meetings planned.
- b. Outreach
 - Jennifer went to Early Bird and Salem and dropped off tote bags for the 3-year-olds.
 - Jennifer went to the Kiwanis meeting. They are interested in helping with the Teen Space. They donated \$200 to the Library.
- c. Building Maintenance Committee - none

6. Village Report - none

7. Town Board Report - working with a plumber to repair the outside faucets.

8. Correspondence - \$20 donation from Helen Brogan. Thank you letter sent.

9. Director's Report - see attached

10. Old Business

- a. Outdoor space update
 - Chairs will be ordered
 - Joy will work on sign telling the story of the space and acknowledging supporters
 - The town received the bill from the contractor for \$118,070.30. A motion was made to reimburse the town for the bill from the contractor. 90% of the bill will be paid. It will be submitted after the architect signs off on the project. The remaining 10% will be paid after final money received from the state. Stephanie made the motion to submit payment, Sue. P seconded, approved unanimously.

11. New Business

- a. Policy review for October - Gift Policy and Teen Space Policy
A motion was made by Mary Carol and seconded by Stephanie to approve the Gift Policy. Approved unanimously. A motion was made by Stephanie and seconded by Sue P. to approve the Teen Space Policy. Approved unanimously.
- b. Laura Safford - Trustee application - motion made by Sue P. to accept for application, Sue K. seconded. Approved unanimously.
- c. ACT Workshop Saturday October 19th
- d. Springville Griffith Community Education Foundation Fundraiser - Saturday November 2, 2024 6-9 PM.

12. Next Meeting Date: November 14th, 2024 @ 8:30 AM

13. Adjournment: A motion was made by Mary Carol to adjourn the meeting at 9:45 AM. It was seconded by Sue P. The motion was carried by all.

Respectfully submitted,
Susan Kellner