

Minutes for the Hulbert Library of the Town of Concord

November 1, 2018

Present: President Susan Fischbeck, Secretary Pam Bartkowski, Treasurer Susan Putney, Trustee Carl Eisenhard, Trustee Stephanie Bacon, Trustee Robert Adler, Director Jennifer Morris and Town Representative Phil Drozd.

Absent: Trustee Kara Kane

Call to Order: President Susan Fischbeck called the meeting to order at 9:07 AM.

Secretary's Report:

Treasurer Susan Putney moved, Trustee Carl Eisenhard seconded to accept the October 4th Minutes changing under Town Board Report #2 "will replace the sign that is down once the sign maker gets the sign finished". Motion carried.

Treasurer's Report:

Trustee Carl Eisenhard moved, Trustee Stephanie Bacon seconded to accept the October's Treasurers' Report as submitted. Motion carried.

Approval of Bills:

Secretary Pam Bartkowski moved, Trustee Carl Eisenhard seconded to pay the following bills for September 2018. Motion carried.

October, 2018{

CORR (new vacuum)	\$261.00
BECPL (Magformers)	\$ 62.97
BECPL (Keva Planks)	\$ 41.04
<u>Total</u>	\$365.01

Library Improvements: None

Town Board Report:

Town Representative Phil Drozd reported that the Town Board that the paving and drainage of the Library parking lot will be in the Town's capital improvements to town owned buildings.

Correspondence:

A \$50, unrestricted use by the Hulbert Library, memorial donation was received from Jan Rosart in memory of Carolyn McCarthy to purchase large print books.

Director's Report:

Director Jennifer Morris informed the Board that:

1. She is requesting the following funds to finalize the December program:
 - (a) \$175 for a doll making workshops.
 - (b) \$152 for craft class on painting ground birdhouses.
 - (c) \$200 for Explore & More Children's Museum's Gingerbread House making program.
2. She would like to purchase 2 step stools for both men's and women's restrooms for small children unable to reach the sink faucet's to wash their hands. The Board agreed, but would insist that the stools be safety approved to prevent falls.
3. She would like to purchase an outdoor message board for program and event announcements in front of the building. The cost is approximately \$ 250.
4. Gerald Krezmiein has trimmed the tree which now allows the new flag to be fully raised.
5. Eleanor Osbourn will present the AED staff training at the library on Thursday, November 5th. at 9:30 AM.

Old Business: None

New Business:

1. Trustee Carl Eisenhard moved, Trustee Robert Adler seconded that the director's request for December programing of \$527 from private funds be approved. Motion carried.
2. Secretary Pam Bartkowski moved, Treasurer Susan Putney seconded to purchase two safety approved step stools for the two restrooms not to exceed \$350. Motion carried.
3. Secretary Pam Bartkowski moved, Treasurer Susan Putney seconded to purchase an outdoor plexiglass message board not to exceed \$300. Motion carried.

Next Meeting: The next regular meeting of the Board of Trustees for the Hulbert Library will be:

December 6, 2018; 9:00 A.M

Adjournment: Trustee Carl Eisenhard moved, Trustee Stephanie Bacon seconded to adjourn at 10:11 am. Motion carried.

Respectfully Submitted
Pam Bartkowski, Secretary