

Minutes for the Hulbert Library of the Town of Concord

October 4, 2018

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

Absent: None

Call to Order: President Susan Fischbeck called the meeting to order at 9:05 AM.

Secretary's Report:

Trustee Carl Eisenhard moved, Treasurer Susan Putney seconded to accept the September 6th Minutes changing winter hours to Regular hours under New Business #1. Motion carried.

Treasurer's Report:

Vice-President Kara Kane moved, Trustee Carl Eisenhard seconded to accept the September'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{

Village water and sewer (September)	\$ 83.74
Village water and sewer(October)	\$ 74.51
<u>Total</u>	\$ 158.25

Library Improvements: None

Town Board Report:

Town Representative Phil Drozd reported that the Town Board:

1. will not install parking bumpers because the snowplows can't get through. A new drainage pipe may solve the problem.
2. will be replaced the sign that is down once the sign maker gets the sign finished.

Correspondence:

1. A donation of \$25 was received from the Bertrand Chaffee Hospital and Home Retirees in memory of Helen Shearer. The group requested Christian books be purchased with this donation. *75 Masterpieces Every Christian Should Know: The Fascinating Stories behind Great Works of Art, Literature, Music, and Film* and *The Prayers of Jane Austen* were purchased.
2. A \$50, unrestricted use by the Hulbert Library, donation was received from the Women of the Moose 1183 during the Library' annual Book Sale.
3. A \$50, unrestricted use by the Hulbert Library, donation was received from the Village of Springville for their casual Friday.

Director's Report:

Director Jennifer Morris informed the Board that:

1. The October schedule is complete and Fall/Winter outline is being planned.
2. She requested Supervisor Clyde Drake order a new flag and trim the tree in the front of the library, since the branches are preventing the flag from being raised to the top of the pole. A new flag has been ordered and will be here in about a week and he will look into having the tree trimmed.
3. Gerald Krezmiein has been hired as the new caretaker and will begin October 1st.
4. Marla Wagner has been hired as the new part time page starting October 1st. She will be assisting with children's programs.
5. She would like to purchase Magformers and a KEVA Plank Set. The estimated amount is \$110. This is to create a new program called Builder's Bonanza for kids 8 and up to begin in November and will include LEGO's.
6. She wants to replace the vacuum cleaner for an estimated amount of \$261. The current vacuum which has broken down would cost more to repair than to replace.
7. The M&T debit card which was suppose to be connected to the Library's private account was connected to the BECPL county account. The mistake has been corrected and a new card has been issued. Summer supplies and other items were charged to the county account. To correct the error the library must cut a check for \$363.48 and send it to BECPL to cover these expenses.

Old Business:

1. Secretary Pam Bartkowski moved, Vice-President Kara Kane seconded to use Legislator John Mills' \$500 donation to purchase a plexiglass wall display unit and a bench for the rear foyer. Motion carried.
2. Secretary Pam Bartkowski moved, Trustee Carl Eisenhard seconded to table the use of the Bullet Aide until November, since a printer cannot be connected. Motion carried.
3. Vice-President Kara Kane moved, Trustee Carl Eisenhard seconded that an ad hoc committee be established to plan a Bike Event to be held in conjunction with the Library's annual Book Sale. Motion carried.

New Business:

1. Trustee Robert Adler moved, Trustee Carl Eisenhard seconded that all staff and any Trustee, who volunteers, be required to be trained in the use of the AED device. Motion carried.
2. Secretary Pam Bartkowski moved, Vice-President Kara Kane seconded to purchase the Magformers and KEVA Plank Set not to exceed \$120. Motion carried
3. Vice-President Kara Kane moved, Secretary Pam Bartkowski seconded to purchase a new vacuum cleaner not to exceed \$275. Motion carried.
4. Trustee Carl Eisenhard moved, Vice-President Kara Kane seconded to direct the Treasurer cut a check to BECPL for \$363.48 to correct the M&T card confusion. Motion carried.

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

November 1, 2018; 9:00 A.M

Adjournment: Vice-President Kara Kane moved, Trustee Carl Eisenhard seconded to adjourn at 10:08 am. Motion carried.

Respectfully Submitted
Pam Bartkowski, Secretary