

# Minutes for the Hulbert Library of the Town of Concord

January 4, 2018

**Present:** Secretary Pam Bartkowski, Treasurer Carl Eisenhard, Trustee Susan Putney, Trustee Kara Kane, Director Bridgette Heintz and Phil Drozd, Town Representative

**Absent:** President Leslie Gibbin and Trustee Susan Fischbeck

**Call to Order:** In the absence of the President, Secretary Pam Bartkowski called the meeting to order 9:12 am.

## **Secretary's Report:**

Treasurer Carl Eisenhard moved, Trustee Kara Kane seconded to accept the December minutes as read. Motion carried.

## **Treasurer's Report:**

Trustee Kara Kane moved, Trustee Susan Putney, seconded to accept the Treasurer's Report as submitted. Motion carried.

## **Approval of Bills:**

Trustee Susan Putney moved, Treasurer Carl Eisenhard seconded to pay the bills for the month December 2017. Motion carried.

### **December 2017:**

Village of Springville water/sewer	\$ 82.50
Jake's Landscaping (Fall clean-up)	\$1,250.00
Director's Mileage	\$ 35.63
<b>Total</b>	<b>\$1,368.13</b>

## **Library Improvements:**

1. The sewer mats in the vestibules have been replaced, thanks to the Town of Concord and Randall Plumbing
2. The thresholds on the 3 doors have been fixed and the doors now close properly. Carpet World has now been paid.

**Town Board Report:** We welcomed Phil Drozd as the new Town of Concord library representative. We mentioned the need to replace the bulbs in the street lamps. Director Bridgette Heintz has the bulbs. Phil Drozd, Town Representative told the Board he would speak to Supervisor Clyde Drake to see if an arrangement could be made with the Village to replace the bulbs rather than calling in an electric company.

**Correspondence:**

1. A \$500 donation was received from Drs. Hurley and Fischbeck. This donation is for the unrestricted use by the Hulbert Library. The Director plans on using a portion of the donation to fund items needed for the SES Science Night on January 25th. The remainder will fund future programming.
2. A \$50 donation was received from the Goodrich family in memory of Robert Hebden. This donation is for the unrestricted use by the Hulbert Library.
3. The Board received a thank you card from the Director and Staff for the staff Christmas luncheon.

**Director's Report:** Director Bridgette Heintz informed the Board that:

1. The Library had to be closed again on December 26th. because the Parking Lot and drives could not be plowed. The Director is hesitant to close as the part time employees don't get paid.
2. She would request a 60 day extension for the Comptroller Report as the BECPL Business Office instruction.
3. The next ACT meeting is Saturday, January 20th. at the Tonawanda Library 9:30 am to 11:45 am.

**Old Business:** The Board briefly discussed the Mary Jean Jakubowski/ Ken Stone meeting of Library hours and schedule. No action was taken.

**New Business:**

1. Secretary Pam Bartkowski moved, Trustee Kara Kane seconded to table the discussion and listing of fixed assets: those monies purchased with private funds or bullet aide. Motion carried.
2. Secretary Pam Bartkowski moved, Trustee Kara Kane seconded to table to February the appointment of Library Board officers. Motion carried.
3. Trustee Kara Kane moved, Treasurer Carl Eisenhard seconded to renew the Library's membership in The Springville Chamber of Commerce for \$75. Motion carried.

**Next Meeting:**

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

**February 1, 2018; 9:00 A.M.**

**Adjournment:** Treasurer Carl Eisenhard moved, Trustee Susan Putney seconded to adjourn the meeting at 10:22 am. Motion carried.

Respectfully Submitted  
Pam Bartkowski, Secretary