Hulbert Library of the Town of Concord

Meeting Minutes

Date: April 10, 2025
Time Start: 8:33 AM **Time End:** 9:57 AM

Place: Concord Library Community Room - in person meeting
Type: Regular Scheduled Board Meeting

Attendees:

President	Sue Fischbeck	Present
Vice President	Stephanie Bacon	Present
Treasurer	Sue Putney	Present
Secretary	Sue Kellner	Present
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Present
Trustee	Laura Safford	Absent-excused
New Trustee	Kara Kane	Present
Town Board Rep	Phil Drozd	Present
Village Rep	Lindsay Buncy	Present
Library Director	Jennifer Morris	Present

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:33 AM.

2. **Secretary's Report**
   Motion was made to approve the minutes of March 15 by Kelly. Sue Putney. seconded, passed unanimously.

   A motion was made to approve the minutes from the Strategic Planning meeting by Sue P. Kelly seconded, passed unanimously.

3. **Treasurer's Report**
   Sue Putney presented reports on accounts. Stephanie proposed approval and Mary Carol seconded. Passed unanimously.

4. **Approval of Bills**
   a. County

    i. Village water $122.00
    ii. Village electric $324.37
  b. Private
    i. Sustainable Libraries Initiative - annual membership: $50.00

Sue K. made a motion to approve the bills. Kelly seconded the motion.
Approved unanimously.

5. **Committee Work**
   a. **Sustainable Libraries Initiative -** Jennifer will meet with the mentor later in the day.
   b. **Outreach** - Kindergarten class will visit Tuesday, June 3 with a rain date of June 4.
   c. **Building Maintenance Committee** - no report

6. **Village Report** - no updates

7. **Town Board Report** - the library water fountain is ordered and will arrive in 2 weeks. The blueprints/building structure plans of the library have been digitized which will be helpful in projects going forward. A plan for the native garden was presented to Phil.

8. **Correspondence**
   a. Donations - $100 from Lorne Woodworth in memory of Janice Foyt.

9. **Director's Report -** see attached
   A motion was made by Kelly to pay Jennifer's attendance fee to the "In Conversation" event put on by the Buffalo and Erie County Library. Mary Carol seconded. Approved unanimously.

10. **Old Business**
    a. Construction Aid update - change in scope application
    b. Outdoor space ribbon cutting celebration - June 7th during Art Crawl

11. **New Business**
    a. Board approval of 2024 Annual Report (see attached)
       Sue P. made a motion to approve the 2024 Annual Report. Stephanie seconded the motion. Approved unanimously.

    b. Board approval of Strategic Plan 2025 - 2029 (see attached)
       Kelly made a motion to approve the Strategic Plan 2025 - 2029. Sue P. seconded the motion. Approved unanimously.

    c. Board approval - new trustee Kara Kane
       Mary Carol made a motion to approve Kara Kane as a new trustee. Kelly seconded the motion. Approved unanimously.

    d. BECPL Technology and Equipment Grant - System-wide opportunity for each library to apply for money for tech-related equipment. We will purchase charging cables, a heavy-duty paper shredder for the community to use, and a thermal printer label maker for the community.

12. Next Meeting Date: May 8, 2025 @8:30 AM

13. Adjournment: A motion was made by Mary Carol to adjourn the meeting at 9:57 AM. It was seconded by Sue P. The motion was carried by all.

Respectfully submitted,
Susan Kellner