

Hulbert Library of the Town of Concord

Meeting Minutes

Date: April 9, 2026

Time Start: 8:35 AM **Time End:** 9:50

Place: Concord Library Community Room - in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

President	Sue Fischbeck	Present
Vice President	Stephanie Bacon	Absent-excused
Treasurer	Sue Putney	Present
Secretary	Sue Kellner	Present
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Present
Trustee	Laura Safford	Present
Trustee	Kara Kane	Present
Trustee	Steven Bower	Present
Town Board Rep	Phil Drozd	Present by phone
Village Rep	TBD	—
Library Director	Jennifer Morris	Present

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:35 AM.

2. **Secretary's Report**

A motion was made to approve the minutes of March 12, 2026 by Sue P. Kara seconded, passed unanimously.

3. **Treasurer's Report**

A motion was made to move \$100,000 from the Savings account into a CD account for 6-7 months by Kelly. It was seconded by Mary Carol.

Sue Putney presented reports on accounts. Laura proposed approval and Kelly seconded. Passed unanimously.

4. **Approval of Bills**

- a. County
 - i. Village water \$113.50
 - ii. Village electric \$335.13
 - iii. Mileage - Jennifer Morris to Central Library for ACT meeting 3/21/26 \$49.30
- b. Private
 - i. Sustainable Libraries Initiative - annual membership \$50
 - ii. ACT annual dues \$20

Laura made a motion to approve the bills. Kara seconded the motion.
Approved unanimously.

5. Committee Work

a. Sustainable Libraries Initiative

- i. Mary Carol and Jennifer will be meeting in 1-2 weeks

b. Finance

- i. Will be meeting soon

c. Outreach

- i. Middle school will visit in June
- ii. Jennifer will be going to the Senior Center once a month to sign up new patrons for library cards, and basic tech assistance
- iii. Over 100 trees will be given away through the Tree Adoption program in conjunction with Neighboring Forest and Grow with Springville

d. Building Maintenance Committee

- i. Spring clean-up beginning, new flag purchased

6. Village Report - none

7. Town Board Report - none

8. Correspondence

- a. Donation - Bob Adler - \$40 for seed library

9. Director's Report - see attached

10. Old Business

- a. Strategic planning meeting: April 29th at 4 PM
- b. Outdoor space - The library needs to finish up spending for the Library Grant. We are under-budget by about \$4000. We are planning to put 2 shade sails in the outdoor space. A motion was made by Mary Carol to spend up to \$4000 on this project and to make a transfer of funds to cover it. Laura seconded it. It was carried by all. The Town Board will also need to approve this project because the contractors will need to install blocking on the building to support the sails.

11. New Business

- a. Policy review
 - i. Meeting Room Policy - will not be changed
 - ii. Code of Conduct - discussion on animals in the library. Will continue this discussion.

- b. State Report reviewed: A motion was made to accept the State Report by Kara. It was seconded by Kelly. Passed unanimously.
- c. Art Crawl: A motion was made by Mary Carol to give \$100 to support this event. It was seconded by Kelly. Carried Unanimously.
- d. Garden Club: A motion was made by Mary Carol to give \$100 to sponsor the Club. Seconded by Kelly. Carried Unanimously.

12. Next Meeting Date: May 14th @ 8:30 AM

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

Respectfully submitted,
Susan Kellner