

Hulbert Library of the Town of Concord

Meeting Minutes

Date: August 8, 2024

Time Start: 8:36 AM **Time End:** 9:39 AM

Place: Concord Library Community Room - in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

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

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:36 AM.
2. **Secretary's Report**
Motion was made to approve the minutes of July 11, 2024 by Sue P. Mary Carol seconded, passed unanimously.
3. **Treasurer's Report**
Sue Putney presented reports on accounts. Mary Carol proposed approval and Kelly seconded. Passed unanimously.
4. **Approval of Bills**
 - a. County
 - i. Village water \$113.50
 - ii. Village electric \$280.13
 - iii. Imperial Door Controls - repair front door (not locking) \$320.00
 - iv. Imperial Door Controls - add front door to contract (accessible door only) \$99.96

- b. Private - none
- c. Private - Construction Aid - none

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

5. Committee Work

a. Sustainable Libraries Initiative

- i. The committee is meeting with the mentor on 9/3 to give advice on plan

b. Outreach

- i. No meeting - two bags from Springville Peds partnership were given away, meeting planned with Maria from the ROC to discuss student intern opportunity

6. Village Report

7. Town Board Report

- a. Bid for outdoor space accepted by town, will be up for approval at Town Board meeting on 8/20/2024 to formalize contract.

8. Correspondence - thank you letters sent

- a. Donation - by Peggy and Larry Hess in memory of Garry Barrow \$25 - unrestricted

9. Director's Report - see attached

10. Old Business - none

11. New Business

- a. Policy review for August - Petty Cash Policy - see attachment. Sue Putney made a motion to approve the policy, Mary Carol seconded.
- b. Construction Aid update

12. Next Meeting Date: September 12, 2024 @8:30 AM

13. Adjournment: A motion was made by Mary Carol to adjourn the meeting at 9:39 AM It was seconded by Sue P. The motion was carried by all.

Respectfully submitted,
Susan Kellner