Hulbert Library of the Town of Concord

Meeting Minutes

Date: 02/11/21

Time Start: 9:05 am  Time End: 10:00 am

Place: Concord Library Community Room – in person meeting

Type: Regular Scheduled Board Meeting in the age of the Covid 19 pandemic

Attendees:

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Susan Fischbeck</td>
<td>Present</td>
</tr>
<tr>
<td>Vice president</td>
<td>Stephanie Bacon</td>
<td>Present</td>
</tr>
<tr>
<td>Secretary</td>
<td>Bob Adler</td>
<td>Present</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Susan Putney</td>
<td>Present</td>
</tr>
<tr>
<td>Town Board Rep</td>
<td>Phil Drozd</td>
<td>Present</td>
</tr>
<tr>
<td>Library Director</td>
<td>Jennifer Morris</td>
<td>Present</td>
</tr>
<tr>
<td>Trustee</td>
<td>Mary O’Reilly</td>
<td>Excused</td>
</tr>
<tr>
<td>Trustee</td>
<td>Geoffrey Gorsuch</td>
<td>Present</td>
</tr>
</tbody>
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Agenda Items

1. **Call to order**  President Susan Fischbeck called meeting to order at 9: am

2. **Secretary’s Report**  
Motion to approve minutes as revised – passed unanimously.

3. **Treasurer’s Report**  
Treasurer Susan Putney submitted accounts from M & T Bank
Stephanie proposed Geoffrey seconded to accept report - approved unanimously.

4. **Approval of bills**  Sue Stephanie

   County expenditures
   - Village water $ 81.25
   - Imperial Door $370.00
   - Johnson Controls (fire, intrusion) $961.92
   Private
   - ACT Annual dues $ 20.00
   - B&ECPL $ 280.55
5. Town Board Report

Bill for boiler is pending – needs specificity on warranty for boiler, also billing for flue is pending. Check will be written for work done bill and will be issued this week.

6. Correspondence

None

7. Library Director’s Report

- Director’s Report attached

8. Old Business

- Covid protocols have not changed appreciably.
- Use of Bullet Aid funds will be used for backpacks and summer programming.
- Estimate for camera (Amherst Alarm) came in around $7,194 for both inside and outside cameras. Inside cameras only estimate $5,844.
- Policy review schedule – Jennifer has prepared preliminary schedule for annual review of policies.
- Building and grounds committee (Phil, Jennifer, Bob, Geoffrey) will have a meeting to discuss checklists and tasks assignments before the next board meeting.
- Finance committee – met 2/10/21 (Sue F, Stephanie, Sue P, Jennifer) and will meet quarterly and report in.

9. New Business

- Sue Kellner is proposed as new board member – Stephanie Bacon proposed, Sue Putney seconded - approved unanimously. Qualifications sheet circulated.
- State reporting mechanism has changed somewhat

10. Next meeting date and time: March 11, 2021 at 9 am

11. Adjournment – Meeting was adjourned at 10:00 am
Action Items

Create:

Motions passed

- Sue Kellner – new board member approved