

## 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:

President	Susan Fischbeck	Present
Vice president	Stephanie Bacon	Present
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Mary O'Reilly	Excused
Trustee	Geoffrey Gorsuch	Present

#### 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

SUMMARY OF MOTIONS, AGREEMENTS, ACTIONS, ATTACHMENTS -----

Action Items

Create:

Motions passed

- Sue Kellner – new board member approved