

Hulbert Library of the Town of Concord

Meeting Minutes

Date: 2/6/20

Time Start: 9:07 AM Time End: 10:10 AM

Place: **18 Chapel Street, Springville, NY 14141**

Type: **Regular Scheduled Board Meeting**

Attendees:

President	Susan Fischbeck	Present
Vice president	Stephanie Bacon	Present
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Trustee	Pam Bartkowski	Resigned
Town Board Representative	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Mary O'Reilly	Present
Trustee	Diane Bookhagen	Absent
Trustee	Geoffrey Gorsuch	Present

Agenda Items

1. **Call to order** President Susan Fischbeck called meeting to order at 9:07 am
2. **Secretary's Report** -----
Secretary Bob Adler submitted minutes of 1/2/20 meeting for approval. Revisions on one item – revised.
3. **Treasurer's Report** -----
Treasurer Susan Putney submitted accounts from M & T Bank
Corrections – none - Treasurer's report accepted as written.
Discussion regarding restricted and unrestricted funds and their future use.
4. **Approval of bills**
Water \$79.25 ACT \$20.00. BECPL materials purchase \$240.42
5. **Town Board Report** -----
Phil Drowd is bidding out electrical contract to get LED replacement lighting for library possibly adding this project of a Green Initiative for the town. Potholes will be filled in within several weeks using cold patch.

6. Correspondence -----

Donation thank you letter to Karen Ciszak for \$25.

7. Library Director's Report

- Director's Report attached
- Request for annual usage statistics of library to be sent to Phil Drozd next month.

8. Old Business - none

9. New Business

- Pat Bartkowski (long time Secretary and trustee) resigned from board because of health reasons.
- Discussed possible recruits for filling two board positions – discussion tabled for future sessions.
- Senator Patrick Gallivan had been scheduled to be at Elma Library today but had to postpone.
- Assembly member David DePietro will be at North Collins library Friday 2/7/20 at 11 am
- Motion to approve program funds Stephanie Bacon motion Susan Putney second all ayes
 - \$400 for Yoga play
 - \$150 for Permaculture
 - Possible gift for previous board secretary Pam Bartkowski and long-time trustee discussed. Gift to be determined at next meeting.
- Long range planning report was distributed to board via email.
- Board members are encouraged to join one part on the plan to make recommendations, expedite plans.
- Our contract extension and memorandum of understanding was approved by hand vote unanimously. Treasurer directed to sign the extension as board representative.
- Next Long-Range Planning meeting will be held at UNOVA at 1 pm Wednesday February 12, 2020.

10. Next meeting date and time: March 5, 2020 at 9 am

11. Adjournment – Meeting was adjourned at 10:05 am

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

- Long Range Planning Meeting February 12, 2020 1 pm UNOVA Co-working
- Board Members should pick a committee to join and build long range plan
- Jennifer Morris will report library useage statistics to Phil Drozd
- Phil Drozd will continue to pursue LED relamping project at Library