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:

<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>Trustee</td>
<td>Pam Bartkowski</td>
<td>Resigned</td>
</tr>
<tr>
<td>Town Board Representative</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>Present</td>
</tr>
<tr>
<td>Trustee</td>
<td>Diane Bookhagen</td>
<td>Absent</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 9:07 am

2. **Secretary’s Report**  Secretary Bob Adler submitted minutes of 1/2/20 meeting for approval. Revisions on one item – revised.


4. **Approval of bills**  Water $79.25 ACT $20.00. BECPL materials purchase $240.42

5. **Town Board Report**  Phil Drozd 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
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- 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 usage statistics to Phil Drozd
- Phil Drozd will continue to pursue LED relamping project at Library