Hulbert Library of the Town of Concord

Meeting Minutes
Date: 12/9/21
Time Start: 9:13 am Time End: 9:36 am

Place: Concord Library Community Room – in person meeting
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>Absent</td>
</tr>
<tr>
<td>Vice president</td>
<td>Stephanie Bacon</td>
<td>Present</td>
</tr>
<tr>
<td>Secretary</td>
<td>Bob Adler</td>
<td>Absent</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>Present</td>
</tr>
<tr>
<td>Trustee</td>
<td>Susan Kellner</td>
<td>Absent</td>
</tr>
<tr>
<td>Newly elected trustee</td>
<td>Gwen Bixby</td>
<td>Absent</td>
</tr>
</tbody>
</table>

Without a quorum, items were discussed, but no action or votes were taken. Votes on items will be conducted via email.

Agenda Items

1. **Call to order**  Vice President Stephanie Bacon called meeting to order at 9:13 am

2. **Secretary’s Report**  Discussed. To be voted on via email.

3. **Treasurer’s Report**  Treasurer Sue Putney submitted accounts from M & T Bank. Vote to be taken via email.

4. **Approval of bills**  Vote to be taken via email.

County funds

- Village water – $83.50

Private Funds

- New York State Park Pass - $65.00- This pass is good for one car-full at any NYS Park. The response has been very positive. The patron is able to keep the pass for 7 days at this time; we may want to discuss shortening
this time in the future and/or purchasing more passes.

5. **Library Improvements**  Nothing to discuss this month.

6. **Committee work**  Nothing to discuss this month.

7. **Town Board Report**  Phil Drozd reports that the memorandum of understanding between the Library and the Town will be put on the agenda for the Town Board meeting January 9th.

8. **Correspondence**  There was a $100 donation from Valerie Feldman. Jennifer has sent her a thank you letter.

9. **Library Director’s Report**
   - Director’s Report attached
   - Library patron, Roberto, has begun teaching Spanish to children at the Library. There are currently 3-4 families who come once each week.
   - The Erie County Library Budget has passed with an additional $2000 for the Hulbert Library from Legislator John Mills.

10. **Old Business**  Library Trustees were given a copy of the draft Long Range Plan. Adoption of the Plan to be voted on via email.

11. **New Business**  Erie County 2022 Budget Community Development Funding. This is the aforementioned $2000 from Legislator Mills.

12. Next meeting date and time: **January 9, 2022 at 9 am**

13. Adjournment – Meeting was adjourned at 9:36 am
SUMMARY OF MOTIONS, AGREEMENTS, ACTIONS, ATTACHMENTS

Action Items

- Votes to be taken via email to approve: Secretary’s report, Treasurer’s report, Payment of bills, Long Range Plan.