

Hulbert Library of the Town of Concord

Meeting Minutes

Date: 03/11/21

Time Start: 9:02 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 |
| Trustee | Susan Kellmen | Present |

Agenda Items

- 1. Call to order** President Susan Fischbeck called meeting to order at 9:02 am
- 2. Secretary's Report** -----
Motion to approve minutes as revised – Sue P, Geoffrey G. passed unanimously.
- 3. Treasurer's Report** -----
Treasurer Susan Putney submitted accounts from M & T Bank Geoff,
Bob Adler proposed Geoffrey seconded to accept report - approved unanimously.
- 4. Approval of bills** Sue P, Bob A. moved
Village water \$ 77.00
- 5. Town Board Report** -----

Tree business (extraction/replanting) will continue after ground thaws – furnace replacement bills and costs are being finalized.
- 6. Correspondence** -----
Card received from Karyn Longhouse-Hanrahan
- 7. Library Director's Report**
 - Director's Report attached

8. Old Business

- Estimate for camera (Amherst Alarm) came in around \$7,194 for both inside and outside cameras. Inside cameras only estimate \$ 4,700.00
- Johnson Controls (bid) – possibly update camera systems and renting equipment, contact town and Erie County officials re: alarms upgrade.
- Finance committee – met today 3/11/21 and will be meeting quarterly to determine programming costs and expenditures annually. Minutes to follow.
- 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.

9. New Business

- Sue Kellner attending first meeting and talked about her experiences on Boston Free Library.
- Jennifer will circulate Annual Report of Public and Association Libraries by email – will be available for signature in April.
- Public Health Emergency Operations Plan – NYS requires plan filed through ECEPL to be signed March 31, 2120. Bob moved Sue P seconded approved unanimously.
- Informal discussion on post-pandemic opening and programming. No clear directions on programming.

10. Next meeting date and time: April 8, 2021 at 9 am

11. Adjournment – Meeting was adjourned at 9:58 am

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

No new motions/actions this meeting

Action Items

Create:

Motions passed