

Hulbert Library of the Town of Concord

Meeting Minutes

Date: 4/14/22

Time Start: 9:05 am Time End: 10:10 am

Place: **Concord Library Community Room – in person meeting**

Type: **Regular Scheduled Board Meeting**

Attendees:

President	Susan Fischbeck	Present
Vice president	Stephanie Bacon	Absent
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Mary O'Reilly	Absent
Trustee	Susan Kellner	Present
Trustee	Gwen Bixby	Zoom linked
Guest	Geoff Gorsuch	Present
Guest Landscape Architect	Joy Kubler	Zoom

Agenda Items

- 1. Call to order** President Susan Fischbeck called meeting to order at 9:05 am
- 2. Secretary's Report** -----
Motion to approve minutes – Sue Putney proposed approval, Sue Kellner seconded, passed unanimously
- 3. Treasurer's Report** -----
Treasurer Sue Putney submitted accounts from M & T Bank - , Sue K. proposed approval, Gwen seconded - approved unanimously. Additional motions:
 - Motion to have have two signatories on any check or transfer involving \$10,000 or more applying to all accounts at M&T and Cattaraugus Community Bank. Sue K. proposed approval, Gwen seconded - approved unanimously.
 - Motion to approve rollover of CD in the amount of \$107,045.08 on 5/8/22 if there is no penalty for withdrawal during the 2 year period. If there is a penalty, then move money into savings account.
Sue K. proposed approval, Gwen seconded - approved unanimously.
- 4. Approval of bills** approved without objection.
 - a. County
 - i. Village water \$83.50
 - b. Private

i. Laura Clark Take and Make supplies for April \$18.11

5. Town Board Report -----

Phil Drozd, Town Supervisor reported that

- Engineering study to repair/replace/resurface parking lot was approved and done in March-April.
- May town meeting will discuss next steps ie. Contracting, funding, approvals for parking lot.
- Phil will attend April 20, 2022 1pm meeting with Ken Stone CFO, BECPL re: funding approvals, project work regarding the outdoor library developments.

6. Committee work-----

Finance – No report

Building and grounds – Geoff Gorsuch was present at meeting and submitted a report of his activities

Strategic planning – no report

Personnel – no report

7. Correspondence -----

Donation letter sent Clarence Harrison

8. Library Director’s Report

- Director’s Report attached

9. Old Business –

- See Geoff Gorsuch re landscaping report attached

10. New Business

11.

- Zoom Meeting (9:35-10:05) with Joy Kubler, Landscape Architect to discuss projects possible contracts etc. for landscaping outdoor library.
- 2021 State Report – motion to approve report Gwen motioned approval, Sue P seconded, approved by the 5 board members present.
- Lindsey Buncy (Village board member), was approached to become a non-voting board member.

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

13. Adjournment – Meeting was adjourned at 10:08 am

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

Motions approved this board meeting (April 14, 2022)

- **Motion** to have 2 board members as signatories for any movement of cash (check or transfer) over \$10,000. Sue Kellner approved as signatory.
- **Motion** to rollover CD for \$107,045 scheduled for 5/8/22 for 2 years if no penalty for early withdrawal, if penalty then transfer to savings account.
- **Motion** to approve Annual State Report

Possible consideration for future meetings – discuss contracting for design with Joy Kubler, landscape architect for outdoor spaces.

Note upcoming Meetings:

- Meet and greet new Central Library director John Spears
- on May 2, 2022 Downtown Library 4-6pm
- ACT Meeting/Workshop at Central Library downtown May 7, 2022 9 am – 12 pm, lunch included.