Hulbert Library of the Town of Concord

Meeting Minutes

Date: 8/11/22

Time Start: 9:04 am Time End: 10:05 am

Place: Concord Library Community Room – in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

<table>
<thead>
<tr>
<th>Position</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>Absent excused</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>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>Absent</td>
</tr>
<tr>
<td>Trustee</td>
<td>Susan Kellner</td>
<td>Present</td>
</tr>
<tr>
<td>Trustee</td>
<td>Gwen Bixby</td>
<td>Present</td>
</tr>
<tr>
<td>Trustee – Village Rep</td>
<td>Linsey Buncy</td>
<td>Present</td>
</tr>
</tbody>
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Agenda Items

1. **Call to order**  President Susan Fischbeck called meeting to order at 9:04 am

2. **Secretary’s Report** 
   Motion to approve minutes – Sue Putney proposed approval, Sue Kellner. seconded, passed unanimously

3. **Treasurer’s Report** 
   - Sue Putney presented reports on accounts. Motion to approve treasurer’s report Sue Kellner proposed Gwen B seconded – approved unanimously.
   - Motion was made to transfer $7,000 from CD to private funds for the payment of construction related expenses. Sue K. motioned, seconded by Gwen B. passed unanimously.

4. **Approval of bills**  approved without objection.
   - County
     i. Village water $98,99
     ii. Pending invoice from Joy Kubler and Associates – board authorized payment up to the $7,000 allocation for bills due (approximately $3,000 has been paid).
   - Private
     i. None.
5. **Town Board Report**  

Phil Drozd reported on driveway progress, has secured a bid of $7,100 labor for installation of LED lighting, there is a meeting of Town of Concord tonight during which business will include approvals needed for construction grants from Central Library/NYS Aid.

6. **Committee work**  

- Finance – No report  
- Building and grounds – no report  
- Strategic planning – no report  
- Personnel - No report  

7. **Correspondence**  

Donor acknowledgement letter to Dawnmarie Dains.

8. **Library Director’s Report**  

Director’s Report attached

9. **Old Business** –  
   - Construction Aid Grant application is underway and waiting for certain financial pieces from Town and other sources  
   - Joy Kubler has submitted information regarding outdoor programming areas and SHPO authorizations.

10. **New Business**  
    - Board authorization needed to move Construction Aid Grant forward: Motion to approve the financing and construction work in concurrence with the State Aid for Library Construction program include parking lot repaving, outdoor programming space and LED retrofit of existing lighting fixtures including approval of section 1-5 of the Construction Aid application. Motion made by Gwen Bixby, seconded Sue Kellner, approved unanimously

11. Next meeting date and time: **September 8, 2022  9am**

12. Adjournment – Meeting was adjourned at 10:05 am
Motion to approve the financing and construction work in concurrence with the State Aid for Library Construction program include parking lot repaving, outdoor programming space and LED retrofit of existing lighting fixtures including approval of section 1-5 of the Construction Aid application. Motion made by Gwen Bixby, seconded Sue Kellner, approved unanimously.

Motion was made to transfer $7,000 from CD to private funds for the payment of construction related expenses. Sue K. motioned, seconded by Gwen B. passed unanimously.

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