

Hulbert Library of the Town of Concord

Meeting Minutes

Date: July 2, 2020

Time Start: 9:08 AM Time End: 10:10 AM

Place: **Internet meeting using Zoom**

Type: **Regular Scheduled Board Meeting in the age of the Covid 19 pandemic**

Attendees:

President	Susan Fischbeck	Internet present
Vice president	Stephanie Bacon	Internet present
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Excused absent
Library Director	Jennifer Morris	Present
Trustee	Mary O'Reilly	Present
Trustee	Diane Bookhagen	Excused absent
Trustee	Geoffrey Gorsuch	Present

Agenda Items

1. **Call to order** President Stephanie Bacon called meeting to order at 9:04 am
This was an internet meeting online.
2. **Secretary's Report** -----
Approval of minutes of 6/04/20 – approved unanimously
3. **Treasurer's Report** -----
Treasurer Susan Putney submitted accounts from M & T Bank G M approved unanimously.
4. **Approval of bills**
Approved unanimously
5. **Town Board Report** -----

A request to plant tree seedlings by a board member (Geoffrey) needs approval from Town of Concord. Phil will facilitate.

Boiler replacement needs to be replaced –Tom Randall said the heating unit would cost \$5,913.00 plus installation. Bids may need to be let and the town must be instrumental in seeking bids.

6. Correspondence -----

Two letters regarding upgrading wifi and supporting town budgets.

7. Library Director’s Report

- Director’s Report attached

8. Old Business – Procurement policy approval Stephanie and Sue approved without the addendum.

9. New Business – approval of the reopening plan

Resolution to approve the agreement submitted by the Buffalo and Erie County Public Library for furnishing of free library privileges to the people of the County of Erie by this library approved 6 ayes and 0 naves.

Approval of 2020 Schedule of Public Service Hours approved unanimously.

Winter (35 hours)

Sunday	closed
Monday	closed
Tuesday	10 – 6
Wednesday	12 – 7
Thursday	10 – 6
Friday	12 – 7
Saturday	10 – 3

Summer (35 hours)

Sunday	closed
Monday	closed
Tuesday	10 – 6
Wednesday	12 – 7
Thursday	10 – 6
Friday	12 – 7
Saturday	10 – 3

Sue F. queried liability insurance coverage for board members and library in general.

10. Next meeting date and time: August 6, 2020 at 9 am

11. Adjournment – Meeting was adjourned at 9:45 am

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

- Approved Resolution free library privileges
- Approved Hours of Operation