Hulbert Library of the Town of Concord

Meeting Minutes

Date: 3/10/22

Time Start: 9:09 am  Time End: 10:06 am

Place: Concord Library Community Room – in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

<table>
<thead>
<tr>
<th></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</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>Zoom linked</td>
</tr>
</tbody>
</table>

Agenda Items

1. **Call to order**  President Susan Fischbeck called meeting to order at 9:09 am

2. **Secretary’s Report**
   
   Motion to approve 2/10/22 minutes – Mary O. proposed approval, Sue K. seconded, passed unanimously

3. **Treasurer’s Report**
   
   Treasurer Sue Putney submitted accounts from M & T Bank, Sue K. proposed approval, Mari O. seconded - approved unanimously.
   
   Discussed rollover of CD in the amount of $107,045.08 on 5/8/22.

4. **Approval of bills**  approved without objection.
   
   a. **County**
      
      i. Village water $83.50
      
      ii. B&ECPL return to system $1,723.21
   
   b. **Private**
      
      i. Demco $77.69 – bookmarks for prizes
      
      ii. Lonnie Thompson - $15.00 for gas for snowblower
5. **Town Board Report**  
Phil Drozd reported that  
- Repaving parking lot will require cut-outs for asphalt – a more extensive repair than just repaving.  
- Any heavy equipment work should be done before that i.e. if there will be a concrete insert in an area of the outside of building, should be down before repaving.  
- Also announced a Music series starts 6/1 thru Labor Day which might require some library coordination with hours, etc.

6. **Committee work**  
Finance – No report  
Building and grounds – no report  
Strategic planning – tentatively will meet on March 19, 2022 9 – 11 or 12.  
Personnel – no report

7. **Correspondence**

   None

8. **Library Director’s Report**  
   - Director’s Report attached  
   - Thank you to Gwen Bixby for sewing program  
   - Possibly add What do you need to know about computing for Patron Polling

9. **Old Business** –  
   - Suggest scheduling Chevalier Landscaping for a cleanup date in May

10. **New Business**  
    None

11. **Next meeting date and time:**  
    **April 10, 2022**

12. **Adjournment** – Meeting was adjourned at 10:08 am

**SUMMARY OF MOTIONS, AGREEMENTS, ACTIONS, ATTACHMENTS**

Upcoming Strategic Planning Meeting to meet at the Concord Library –  
Saturday 9am March 19, 2022 – Bob Adler to coordinate with Susan Fischbeck with agenda items.