

Hulbert Library of the Town of Concord

Meeting Minutes revise

Date: 09/09/21

Time Start: 9:01 am Time End: 9:54 am

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

Type: **Regular Scheduled Board Meeting**

Attendees:

President	Susan Fischbeck	Present
Vice president	Stephanie Bacon	Present
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Absent
Library Director	Jennifer Morris	Present
Trustee	Mary O'Reilly	Present
Trustee	Susan Kellner	Present
Newly elected trustee	Gwen Bixby	Zoom present

Agenda Items

1. **Call to order** President Susan Fischbeck called meeting to order at 9:02 am

2. **Secretary's Report** -----
 - a. Motion to approve 7/8/21 minutes - Stephanie proposed approval, Sue P seconded, passed unanimously

3. **Treasurer's Report** -----
 - a. Treasurer Sue Putney submitted accounts from M & T Bank - , Mary O proposed approval, Stephanie B. seconded - approved unanimously.

4. **Approval of bills** Sue Kellner proposed approval, Sue Putney seconded - approved unanimously.

Paid from County Fund	
Village water	\$ 92.00
Village water – August	\$ 83.50
Imperial Door – repairs handicap	\$ 136.80
Cinema/Sound – Security Cameras	\$4,700.97
Paid from private Fund	
Library journal	\$ 129.99
Lou Omel - programming	\$ 75.00
Jennifer Morris (for Springville Diary)	\$ 40.00
(gift certs for SCA volunteers/mural	

5. Town Board Report -----

No Report

6. Correspondence -----

Acknowledgement letters to Mary Stuart, John Baldwin, Gary Tillinghast and the Pioneer Radio Operators (see agenda for details)

7. Library Director's Report

Director's Report attached

Also discussed pending staff approval from holding up hire of part time clerk.
Retirements of existing staff in future years. Continuing education needs of existing staff members.

8. **Old Business** – President Sue F. suggested we revisit our planning process cut short by Covid and look at short (one year) and long term (5 year) plan. A copy of this document will be circulated to board for next meeting.

9. New Business

President Sue F. suggested we incorporate facility use/outdoor space planning into our review for future planning. Possibly pay a landscape architect to give us a plan.

Ideas circulated at meeting include:

Memory garden space

Gazebo incorporating a motion detector of internet/evening use

Also mentioned were

Library of Treasures

Memory kits (for individuals with memory impairment)

Seeding sharing library

Bifocal kit

Caregivers (incorporation of)

Motion to approve new board member Gwen Bixby Sue K. motioned, Sue P. seconded – unanimously accepted.

10. Next meeting date and time: October 14, 2021 at 9 am

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

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

Action Items

Circulate a copy of Planning (1 & 5 year) documents for all board members before next meeting. Also, send out a copy of bylaws for review to all board members to make sure we are in compliance.

Motions passed

New board member Gwen Bixby approved unanimously.