

Hulbert Library of the Town of Concord

Meeting Minutes

Date: 12/08/22

Time Start: 9:05 am Time End: 10:40 am

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

Type: **Regular Scheduled Board Meeting**

Attendees:

President	Susan Fischbeck	Zoom present
Vice president	Stephanie Bacon	Present, Presiding
Secretary	Bob Adler	Present
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Susan Kellner	Present
Trustee – Village Rep	Lindsay Buncy	Present
Trustee	Mary Carol Dearing	Present
BECPL Official	Andrew Weide	Guest
BECPL Official	Ken Stone, CFO	Guest

Agenda Items

1. **Call to order** Vice President Stephanie Bacon called meeting to order at 9:05 am
2. **Secretary's Report** -----
Motion to approve minutes – Sue Kellner proposed approval, Sue Putney seconded, passed unanimously
3. **Treasurer's Report** -----
 - Sue Putney presented reports on accounts. Motion to approve treasurer's report Mary Carol motioned, Sue K seconded, – passed unanimously
4. **Approval of bills** approved without objection.
 - a. County
 - i. Village water \$89.50
 - b. Private
 - i. Springville Journal – annual subscription \$50.00
 - ii. Joy Kuebler, Landscape Architect - \$1,500

5. Village Report

No report

6. Town Board Report-----

No report

7. Committee work-----

Finance – no report

Building and grounds – no report

Strategic planning – will meeting in near future (January)

Personnel - no report

8. Correspondence -----

Thank you letter received from Concord Senior Center for donation of surplus office equipment.

9. Library Director’s Report

- Director’s Report attached

10. Old Business

Construction Aid Grant business.

Ken Stone and Andrew Weide discussed the current status of the Construction Aid Grant filed earlier this year which requests funding for parking lot repaving, LED lighting and outdoor space renovation to provide programming areas in an outdoor setting. This grant needs to be revised by including bid accurate figures and revision to allowable costs.

The grant aid application process is a multi-year process which will include initial approvals, expenditure authorization, Town of Concord board approval (as land and building owner), using the bidding process of the Town board and construction execution.

The parking lot repaving has been completed, the LED lighting is pending authorization and bidding execution and the outdoor programming space needs cost revisions.

The complexity of the grant needs further discussion and another meeting is planned on December 15, 2022 at 9 am in the Concord Library.

11. New Business

12. Next meeting date and time: special meeting **December 15, 2022 9am** then a regularly scheduled trustee meeting is scheduled for **January 12, 2023 at 9am** both in the Community Room of the Concord Library.

13. Adjournment – Meeting was adjourned at 10:05 am

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

MOTIONS:

REMINDERS:

Upcoming Meetings for library trustees:

December 14, 2022 – Trustee Holiday Party – Central library 5 – 7pm

January 21, 2023 – ACT training meeting at West Seneca Library 9-12 noon

For January 14, 2023 9-12 Concord Library review strategy meeting

Kelly Campbell prospective trustee is due to begin attending meetings in January – will need to be sworn in before Town of Concord officials.

Holiday party for library will be scheduled in January 2023.

Next Concord Library Trustee meeting is next special meeting to discuss Construction Grant to be held Thursday December 13, 2022 at 9pm at Concord Library.