

Hulbert Library of the Town of Concord

Meeting Minutes

Date: 7/14/22

Time Start: 9:07 am Time End: 10:05 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	Excused Absent
Treasurer	Susan Putney	Present
Town Board Rep	Phil Drozd	Present
Library Director	Jennifer Morris	Present
Trustee	Mary O'Reilly	Present
Trustee	Susan Kellner	Present
Trustee	Gwen Bixby	Absent
Trustee-Village Rep	Lindsay Buncy	Absent

Agenda Items

- 1. Call to order** President Susan Fischbeck called meeting to order at 9:07 am
- 2. Town Board Report** -----
Supervisor Drozd said that he had a pre-construction meeting with D&H for the parking lot work. They will begin work in August, hopefully on a Monday when the library is closed. In the next two weeks, they will begin the concrete work that should last a few days. The pine tree by the driveway will be removed and a 12ft curb will be installed.
- 3. Secretary's Report** -----
Motion to approve minutes – Mary O proposed approval, Sue P seconded, passed unanimously
- 4. Treasurer's Report** -----
Treasurer Sue Putney submitted accounts from M & T Bank - , Sue K proposed approval, Mary O seconded - approved unanimously.

Discussion regarding transferring money to the CCB account in preparation to pay Joy Kuebler and in consideration of Sue P's vacation. It was agreed to hold off for now as there will be enough time later.

Sue F asked what the costs were related to the fishing rods. Jennifer said that the DEC sent the fishing poles to be borrowed and the library purchased the accessories (covers, lures, etc).

5. Approval of bills-----

Approved without objection.

- a. County
 - i. Village water \$89.50
- b. Private
 - i. Joy Kuebler-Landscape Architect \$930.00

6. Committee work-----

Finance – Met this morning. The County contract was discussed. The only question is regarding the payment of the electricity bills. The County agreed to take over payment but this is not reflected in the budget. Jennifer will check with Ken Stone. The summer programming and prizes were also discussed. The Square account was discussed.

7. Village Report-----

It was relayed that Lindsay B discussed the idea of a sidewalk connecting the library and Heritage Park with the Village Board. It appears that the Village would be willing to meet halfway if the sidewalk were installed near the shed. Table this for now.

8. Correspondence -----

- a. Donation from Women of the Moose \$100 - thank you letter sent.

9. Library Director’s Report-----

- Director’s Report attached

10. Old Business-----

- **Outdoor seating area-** Joy Kuebler meetings: The Board of Trustees had an open meeting to determine which direction the proposal should take. Sue F, Sue P, Sue K, Mary O and Stephanie B were all present along with Librarian Jennifer M were all present and voted to proceed with developing a seating area at the front entrance of the library. The rear program area and any other areas to be developed could be considered as future phases of work.
- **NYS Construction Aid application:** Jennifer got the quotes together for the parking lot and LED lighting conversion and started the application process. She is currently working on the narrative. It is due the first week of September. Andrew Wiede, who is taking over Ken Stone’s role, will be assisting.

11. New Business-----

- **Approval of B&ECPL 2022 Contracts:** Tabled until Thursday, July 21st at 8:30 am meeting to vote.

12. Next regular meeting date and time: **August 11, 2022 at 9am**

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

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