

Hulbert Library of the Town of Concord

Meeting Minutes

Date: July 10, 2025

Time Start: 8:37 AM **Time End:** 9:55 AM

Place: Concord Library Community Room - in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

President	Sue Fischbeck	Present
Vice President	Stephanie Bacon	Present
Treasurer	Sue Putney	Present
Secretary	Sue Kellner	Present
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Absent-excused
Trustee	Laura Safford	Present
Trustee	Kara Kane	Present
Town Board Rep	Phil Drozd	Present
Village Rep	Lindsay Buncy	Present
Library Director	Jennifer Morris	Present

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:37 AM.
2. **Village Report**
 - a. Discussion about unhoused individuals visiting the library and the support the library offers.
3. **Town Board Report**
 - a. A roofer is coming to inspect the roof and give us recommendations
 - b. Update on air conditioning repair - replacing the main unit would be \$92,000. Repairing the old unit would be \$44,000 with no guarantee it will last. Another option would be mini-splits throughout the library - 4 in the main area and one in the community room. This would cost \$58,325. This will be brought to the Town Board for a decision.
 - c. The Town will provide No Smoking/Vaping signs for the outdoor space in the library.

4. Secretary's Report

Motion was made to approve the minutes of May 8, 2025 by Kara. Mary Carol seconded, passed unanimously.

5. Treasurer's Report

Sue Putney presented reports on accounts for May. Laura proposed approval and Kara seconded. Passed unanimously.

Sue Putney presented reports on accounts for June. Stephanie proposed approval and Laura seconded. Passed unanimously.

6. Approval of Bills

a. County - June (already paid)

- i. Village water \$113.50
- ii. Village electric \$200.58

County- July

- i. Village water \$113.50
- ii. Village electric 262.17
- iii. Ray's Small Engine - lawn mower repair \$216.36
- iv. Bob Colligan and Rachel Wach - Beyond Honeybees - Saturday July 12 \$100 (\$50 each)
- v. David O'Donnell - Butterfly Farm presentation: July 17 - \$75

b. Private - June (already paid)

- i. Paid: MDA Consulting - engineering services for plumbing project: \$938.25
- ii. Paid: Reding - Installation of 3 outdoor hose bibs: \$2,434
- iii. Paid: Marla Wagner - for design services for back pollinator garden - SGCEF grant with Grow With Springville: \$200
- iv. Paid: Springville Garden Club - Garden Walk sponsor booklet ad: \$30
- v. Geoffrey Gorsuch - Zinnia Seeds: \$19.09
- vi. BECPL - Private book order: \$36.75

Private - July

- i. None

Mary Carol made a motion to approve the bills. Stephanie seconded the motion. Approved unanimously.

7. Committee Work

a. Sustainable Libraries Initiative - none

b. Outreach Committee -

- i. The kindergarten field trip was a great success! This will be an annual event.

c. Building Maintenance Committee - none

8. Correspondence- none

9. Director's Report - see attached

10. Old Business

- a. Outdoor space opening celebration - June 7th during Art Crawl
- b. Strategic Plan review
- c. Progress continues to be made in the outdoor space

11. New Business

- a. Air conditioning system replacement - discussed above
- b. Outdoor sign artwork - reviewed and discussed drawings
- c. BECPL Contract Resolution - Kara made a motion to accept the resolution, Laura seconded, carried by all.
- d. Erie County 2026 budget update

12. Next Meeting Date: August 14, 2025 @ 8:30 AM

13. Adjournment: A motion was made by Sue P. to adjourn the meeting at 9:55 AM. It was seconded by Mary Carol. The motion was carried by all.

Respectfully submitted,
Susan Kellner