

Hulbert Library of the Town of Concord

Meeting Minutes

Date: July 13, 2023

Time Start: 8:34 a.m.

Time End: 9:31 a.m.

Place: Concord Library Community Room - in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

President	Sue Fischbeck	Present
Vice President	Stephanie Bacon	Present
Secretary	Bob Adler	Absent - excused
Treasurer	Sue Putney	Present
Town Board Rep	Phil Drozd	Absent
Library Director	Jennifer Morris	Present
Trustee	Susan Kellner	Present
Trustee - Village Rep	Lindsay Buncy	Absent - excused
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Present via phone portal

Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:34 a.m.

2. **Secretary's Report**

Motion was made to approve the minutes of 6/8/23 by Stephanie. Sue Putney seconded, passed unanimously.

3. **Treasurer's Report**

Sue Putney presented reports on accounts. Mary Carol proposed approval and Stephanie seconded. Passed unanimously.

A discussion was held regarding petty cash expenditures. Jennifer is already keeping detailed records, and will create a year-end summary report of all expenditures.

4. **Approval of Bills**

a. County

i. Village water \$131.00

ii. Village electric \$237.93

b. Private

- i. Eric Williams - Kids Creative Writing Program 7/15 - \$75
(will be reimbursed through Central's Year End Appeals Funds)
- ii. Buffalo Astronomical Association - \$100 donation for telescope program

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

5. Village Report - None

6. Town Board Report - None

7. Committee Work

- a. **Finance** - no report
- b. **Building and Grounds** - no report
- c. **Strategic Planning** - no report
- d. **Personnel** - no report
- e. **Outreach** - planning to meet in the fall to discuss school visits
- f. **Sustainability** - no report

8. Correspondence - none

9. Director's Report - see attached

10. Old Business

- a. Construction Aid (see attached) The State has extra funds. We will receive the money in October - exact amount is unknown.

11. New Business

- a. Approval of B&ECPL 2023 Contracts (see attached)

A resolution was made to accept the agreement between the B&ECPL and the Hulbert Library of the Town of Concord for 2023. Sue Putney made the motion, and Mary Carol seconded. Passed unanimously: 5 yeas and 0 nays.

- b. Springville Regional Coalition - Library Youth Engagement Project. We are collaborating with this organization (Sue Boyle is the contact person). Through a Drug Free Community Grant, some funds may be used for teens to paint a mural in a section of the library.

12. Next Meeting Date: August 10, 2023 at 8:30 a.m.

13. Adjournment: A motion was made by Sue P. to adjourn the meeting at 9:31 a.m. It was seconded by Mary Carol. The motion was carried by all.

Respectfully submitted,
Susan Kellner (filling in for Bob Adler)