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:

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Sue Fischbeck</td>
<td>Present</td>
</tr>
<tr>
<td>Vice President</td>
<td>Stephanie Bacon</td>
<td>Present</td>
</tr>
<tr>
<td>Secretary</td>
<td>Bob Adler</td>
<td>Absent - excused</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Sue Putney</td>
<td>Present</td>
</tr>
<tr>
<td>Town Board Rep</td>
<td>Phil Drozd</td>
<td>Absent</td>
</tr>
<tr>
<td>Library Director</td>
<td>Jennifer Morris</td>
<td>Present</td>
</tr>
<tr>
<td>Trustee</td>
<td>Susan Kellner</td>
<td>Present</td>
</tr>
<tr>
<td>Trustee - Village Rep</td>
<td>Lindsay Buncy</td>
<td>Absent - excused</td>
</tr>
<tr>
<td>Trustee</td>
<td>Mary Carol Dearing</td>
<td>Present</td>
</tr>
<tr>
<td>Trustee</td>
<td>Kelly Campbell</td>
<td>Present via phone portal</td>
</tr>
</tbody>
</table>

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)