

# Hulbert Library of the Town of Concord

## Meeting Minutes

**Date:** March 14, 2024

**Time Start:** 8:12 am      **Time End:** 9:36

**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	present
Treasurer	Sue Putney	present
Town Board Rep	Phil Drozd	present
Library Director	Jennifer Morris	present
Trustee	Sue Kellner	present
Trustee - Village Rep	Lindsay Buncy	present
Trustee	Mary Carol Dearing	present
Trustee	Kelly Campbell	present

### Agenda Items

1. **Call to order** Sue Fischbeck called the meeting to order at 8:12 a.m.
2. **Secretary's Report**  
Motion was made to approve the minutes of February 8, 2024 by Stephanie. Kelly seconded, passed unanimously.
3. **Treasurer's Report**  
Sue Putney presented reports on accounts. Mary Carol proposed approval and Stephanie seconded. Passed unanimously.
4. **Approval of Bills**
  - a. County
    - i. Village water \$113.50
    - ii. Village electric \$354.16
    - iii. BECPL - Return to System \$3101.57
    - iv. Johnson Controls - Fire Alarm - annual renewal \$1117.97
  - b. Private
    - i. Gerald Krezmien – mileage reimbursement – Savers in Hamburg \$16.75
    - ii. Cinema & Sound – Camera replacement \$288.19

- iii. Buffalo Astronomical Association – annual membership renewal \$40.00
- iv. Buffalo Astronomical Association - Solar Eclipse program 3/16/24 \$100
- v. Erica Fire - Seed Saving class - 3/16 \$50
- c. Private - Construction Aid
  - i. Chapman’s Electrical Service - LED Light Installation \$5,325.00

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

**5. Committee Work**

- a. **Sustainable Libraries Initiative** - Trustees will each choose an area to focus on by the next meeting.
- b. **Outreach** - Jennifer and Sue K. have connected with Springville Pediatrics and they will be giving children who are at their 3-year-old well check-up a birthday card inviting them to the library to receive a special library bag. Springville Pediatrics and CCB will sponsor the bags. Jennifer has found a designer and creator for the bags and will move forward to order them.
- c. **Finance - none**

**6. Village Report - reminder of village elections**

- 7. Town Board Report** - A work session will be scheduled with Joy and others involved relating to the Outdoor Space project when she is ready. This will be a public work session. A discussion was held regarding the possibility of creating a sidewalk connecting the library to the public park area.

**8. Correspondence**

- a. Springville Pediatrics – sponsorship donation – 3rd birthday visit library tote bag program – thank you letter sent

**9. Director’s Report** - see attached

**10. Old Business**

- a. Policy approval - Code of Conduct  
Bob made a motion to approve the revised Code of Conduct. Mary Carol seconded it. The motion was carried by all.

**11. New Business**

- a. Policy review – Freedom of Information Law (FOIL) Policy  
Kelly made a motion to accept the updated FOIL Policy. Sue P. seconded. The motion was carried by all.
- b. Springville Griffith Community Education Foundation donation - \$20,000 received!

**12. Next Meeting Date:** April 11, 2024 @8:30 a.m.

**13. Adjournment:** A motion was made by Kelly to adjourn the meeting at 9:36. It was seconded by Bob. The motion was carried by all.

Respectfully submitted,  
Sue Kellner