

# Hulbert Library of the Town of Concord

## Meeting Minutes

**Date:** May 9, 2024

**Time Start:** 8:32 AM      **Time End:** 9:29 AM

**Place:** Concord Library Community Room - in person meeting

**Type:** Regular Scheduled Board Meeting

### Attendees:

President	Sue Fischbeck	Present
Vice President	Stephanie Bacon	Present
Secretary	Sue Kellner	Present
Treasurer	Sue Putney	Present
Town Board Rep	Phil Drozd	Absent-excused
Library Director	Jennifer Morris	Present
Trustee	Bob Adler	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 8:32 AM.
2. **Secretary's Report**  
Motion was made to approve the minutes of April 10, 2024 by Sue Putney. Bob seconded, passed unanimously.
3. **Treasurer's Report**  
Sue Putney presented reports on accounts. Stephanie proposed approval and Kelly seconded. Passed unanimously.
4. **Approval of Bills**
  - a. County
    - i. Village water \$113.50
    - ii. Village electric \$315.48
    - iii. Gerald Krezmien - mileage reimbursement \$16.75
  - b. Private - none

- c. Private - Construction Aid
  - i. Joy Kuebler - invoice #23005-4 \$1542.50

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

**5. Committee Work**

**a. Sustainable Libraries Initiative**

- i. Work continues to fulfill the requirements of the Initiative.

**b. Outreach Committee**

- i. The Springville Pediatrics birthday book bag project has begun.

**c. Finance Committee**

- i. Jennifer, Sue F. and Sue P. met with Emily and Andrew from Central regarding funds relating to the Construction Aid Grant received. Sue F. presented a summary of expenditures for the 1) parking lot, 2) LED lighting, and 3) outdoor space to the Board.

**6. Village Report**

- a. The walkway has been completed from the park to the library parking lot. Thank you, Lindsay, and all others who pushed for this project.

**7. Town Board Report** - Everything is moving along well with the process for bidding for the outdoor space.

**8. Correspondence**

- a. Donation - \$5000 from Jon and Carol Hebden - in from the estate of Barbara Hebden
- b. Donation - \$50 from John and Debbie Neff - in memory of Barbara Hebden
- c. Donation - \$50 from Roger and Barbara Griffith - in memory of Barbara Hebden
- d. Donation - \$2000 from Fred Sturzenbecher in memory of Carl Sturzenbecker
- e. A motion was made by Kelly for unrestricted donations \$500 and above to be deposited into the Money Market account, beginning with the above two donations and including all future unrestricted donations. Bob seconded. Approved unanimously.

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

**10. Old Business**

**11. New Business**

- a. NYS Comptroller's Report submitted - see attachment
- b. Teen furniture purchase
- c. Window shades purchase
- d. Policy review for May - Meeting Room Use Policy and Programming Policy - see attachment. A motion was made to accept the updated policies for the meeting room by Bob. Sue P. seconded. Approved unanimously.

**12. Next Meeting Date:** June 13, 2024 at 8:30 AM

**13. Adjournment:** A motion was made by Bob to adjourn the meeting at 9:29 AM. It was seconded by Mary Carol. The motion was carried by all.

Respectfully submitted,  
Susan Kellner