

## Hulbert Library of the Town of Concord

### Meeting Minutes

**Date:** August 14, 2025

**Time Start:** 8:34 AM      **Time End:** 9:53 AM

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

**Type:** Regular Scheduled Board Meeting

#### Attendees:

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

#### Agenda Items

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

2. **Secretary's Report**

Motion was made to approve the minutes of July 10, 2025 by Kara. Sue P. seconded, passed unanimously.

3. **Treasurer's Report**

Sue Putney presented reports on accounts. Kara proposed approval and Sue K. seconded. Passed unanimously.

4. **Approval of Bills**

a. County

i. Village water \$122.00

ii. Village electric \$210.98

b. Private

- i. Reding - A/C Mini-Splits and installation
- ii. Uline - Kraft bag order \$66.00

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

**5. Committee Work**

- a. Sustainable Libraries Initiative - none
- b. Outreach - none
- c. Building Maintenance Committee - discussion of having a quarterly meeting to address what needs to be done for the building. This would include Phil, Geoffrey, Jennifer & Wayne.

**6. Village Report - none**

**7. Town Board Report**

- a. Air conditioning splits were installed in the library
- b. Parking lot re-sealed
- c. Memorial tree sign repaired
- d. Roof repaired
- e. Discussion of possibly putting up a shade structure in the outdoor space by the stage area - will continue to research
- f. Outdoor space audited by the state - the town sent all the required information

**8. Correspondence**

- a. Donation of \$125 Springville Moose Lodge - unrestricted - thank you sent
- b. Donation of \$1000 from Kasey Gaines - unrestricted

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

**10. Old Business**

- a. Outdoor space update - issue with tree not growing well - will be replaced in the fall

**11. New Business**

- a. Outdoor sign artwork - continuing to finalize design and wording on the sign
- b. John Spears Celebration of Life - Wednesday August 20th 5:30 PM at Central
- c. Motion was made by Sue Putney to have the rugs cleaned by Ashford Carpet Cleaning for a quote of \$1500. Mary Carol seconded. The motion was carried by all.

**12. Next Meeting Date:** September 11, 2025 @8:30 AM

**13. Adjournment:** A motion was made by Mary Carol to adjourn the meeting at 9:53 AM. It was seconded by Kara. The motion was carried by all.

Respectfully submitted,  
Susan Kellner