

Hulbert Library of the Town of Concord

Meeting Minutes

Date: February 12, 2026

Time Start: 8:30 AM **Time End:** 9:39 AM

Place: Concord Library Community Room - in person meeting

Type: Regular Scheduled Board Meeting

Attendees:

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

Agenda Items

- 1. Call to order** Sue Fischbeck called the meeting to order at 8:30 AM.
- 2. Secretary's Report**

Motion was made to approve the minutes of December 11, 2025 by Kara. Stephanie seconded, passed unanimously.
- 3. Treasurer's Report**

Sue Putney presented reports on accounts. Kara proposed approval and Stephanie seconded. Passed unanimously.
- 4. Approval of Bills**

a. County

- i. January - Village water \$113.50 (paid)
- ii. January - Village electric \$321.08 (paid)
- iii. January - Garbage pick up fee (2025 & 2026) \$651.44 (paid)
- iv. February - Village water \$113.50
- v. February - Village electric \$351.21
- vi. February - Eric Fire - Seed Starting Class 2/14 \$100.00
- vii. February - Johnson Controls \$1117.97

b. Private

- i. January - Springville Journal - renewal subscription \$46.00 (paid)

Kara made a motion to approve the bills. Sue P. seconded the motion.
Approved unanimously.

5. Committee Work

a. Sustainable Libraries Initiative

- i. Mary Carol and Jennifer met to discuss what needs to be done to finish the SLI certification process. They estimate it will be done by the summer.

b. Finance - none

c. Outreach

- i. Dare to Repair (operated by Tool Library) is a community program where volunteers help residents fix household items. Mary Carol and Jennifer are looking into applying for a Grow with Springville Grant to have this organization come to the library for a program.
- ii. Tree adoption program - The library is partnering with Neighborhood Forest to give children in the community a free tree to plant at home during Earth Week. So far, 46 have signed up for the program.
- iii. PARP at SES: Jennifer and Karen are going to a school assembly to talk about the library.
- iv. Emergency preparedness - Stop the Bleed/CPR program - the Board is looking into providing this program/training and having a kit at the library.

d. Building Maintenance - none

6. Village Report

- a. Lindsey will not be running again for Town Board so a new liaison will be attending after March.

7. Town Board Report

- a. insulation installed last summer seems to be working to keep away ice
- b. discussion on possibly obtaining a grant so that the bathrooms could be touchless

8. Correspondence- none

9. Director's Report - see attached

10. Old Business

- a. New blinds - Sue P made a motion that we purchase new blinds for the library, Kara seconded the motion. Passed unanimously.

- b. Strategic planning meeting date - will send out a doodle poll

11. New Business

- a. T-shirt/tote bags - new designs discussed
- b. Civics display - Kara created a display for the library to encourage people to be more involved in civics, with links to more information regarding voting, civic awareness, new books and resources relating to the government.
- c. Security training - the library staff will have a security training provided by Central library.

12. Next Meeting Date: March 12, 2026

13. Adjournment: A motion was made by Sue P. to adjourn the meeting at 9:39 AM. It was seconded by Kara. The motion was carried by all.

Respectfully submitted,
Susan Kellner