

Hulbert Library of the Town of Concord

Meeting Minutes

Date: September 11, 2025

Time Start: 8:34 AM **Time End:** 9:35 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	Absent-excused
Trustee	Mary Carol Dearing	Present
Trustee	Kelly Campbell	Present
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 August 14, 2025 by Kara. Sue P. seconded, passed unanimously.

3. Treasurer's Report

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

4. Approval of Bills

a. County

i. Village water \$130.50

ii. Village electric \$191.44

iii. Erica Fire - Seed Saving Class September 6th - \$100

b. Private

- i. Royal Fern Nursery (SGCEF grant) - plants for back pollinator garden - \$112
- ii. Royal Fern Nursery (SGCEF grant) - plants for back pollinator garden - \$55
- iii. Claire - Design and paint sign - \$775

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

5. Committee Work

- a. Sustainable Libraries Initiative - Mary Carol and Jennifer will be meeting in two weeks to go over the application.
- b. Outreach - none
- c. Building Maintenance Committee - nothing new beyond what was discussed in the Town report (see #7).

6. Village Report - none

7. Town Board Report

- a. All exterior lighting has been replaced with LEDs.
- b. Village & Town repaired street lights.
- c. Outdoor project made it through the State audit with no issues.
- d. Air conditioner was removed and the area was cleaned up. Town may possibly grade and stone the area and place a small shed there.
- e. Dean Tybor will be fixing the flagpole. Paid for by the Town building maintenance fund.

8. Correspondence

- a. Donation of \$1000 from Katherine Gaines - thank you letter sent.

9. Director's Report - see attached. Jennifer also mentioned that assistive devices can be rented free of charge through the UB Office of Assistive Tech.

10. Old Business

- a. Outdoor sign - Claire will be painting the sign this weekend.
- b. Outdoor shade tent - To add this to the current grant, it must be durable. Possibly, grant could pay for the initial structure parts and installation and the library could pay for the shade itself to be replaced when needed.

11. New Business

- a. Tree Replacement - Chestnut Ridge Nursery will be replacing the new tree in the outdoor seating area.
- b. SGCEF - Jennifer received a letter looking for sponsorship for the annual event. Mary Carol suggested a donation of a raffle item. Kara made a motion to donate a raffle item for the SGCEF event. Mary Carol seconded the motion. Approved unanimously.

12. Next Meeting Date: October 9, 2025 @8:30 AM

13. Adjournment: A motion was made by Mary Carol to adjourn the meeting at 9:35 AM. It was seconded by Sue P. The motion was carried by all.

Respectfully submitted,
Stephanie Bacon