

Minutes for the Hulbert Library of the Town of Concord

September 6, 2018

Present: President Susan Fischbeck, Vice-President Kara Kane, Secretary Pam Bartkowski, Treasurer Susan Putney, Trustee Carl Eisenhard, Trustee Robert Adler, Director Jennifer Morris and Town Representative Phil Drozd.

Absent: Trustee Stephanie Bacon

Call to Order: President Susan Fischbeck called the meeting to order at 9:06 AM.

Secretary's Report:

1. Trustee Carl Eisenhard moved, Treasurer Susan Putney seconded to accept the June 7th minutes with the following corrections: under Approval of Bills change the total from \$275.50 to \$277.50, under Correspondence #4 change Community Bank to CCB and under Director's Report # 4 delete the third sentence. Motion carried.
2. Treasurer Susan Putney moved, Vice-President Kara Kane seconded to approve the June 29 Special Meeting minutes as read. Motion carried.

Treasurer's Report:

Secretary Pam Bartkowski moved, Vice-President Kara Kane seconded to accept the September's Treasurers' Report as submitted. Motion carried.

Approval of Bills:

Secretary Pam Bartkowski moved, Trustee Carl Eisenhard seconded to pay the following bills for June, July and August, 2018. Motion carried.

June, 2018{

Village water and sewer	\$ 75.75
Summer program supplies	\$ 93.91
Petty Cash replenishment	\$ 100.00
BECPL Ingram Order	\$ 642.27
Replacement Check Order	\$ 34.95
<u>Total</u>	\$ 946.88

Bills Continued:

July, 2018

Village water and sewer	\$ 74.51
Rock Painting Program	\$ 40.44
Book Sale food and supplies	\$ 47.40
BECPL shopping baskets	\$ 110.95
Book Sales cash	\$ 100.00
Chamber Bucks	\$ 130.00
<u>Total</u>	\$ <u>503.30</u>

August, 2018

Summer program supplies	\$ 72.65
<u>Total</u>	\$ <u>72.65</u>

Library Improvements: None

Town Board Report:

Town Representative Phil Drozd reported that the Town Board is developing the new budget and he has requested a budget line be inserted to pave the Library's parking lot. He also recommended that the Library Board write a letter to the Town Board requesting this. After discussion we felt parking bumpers be placed in the rear of the parking lot. Town Representative Phil Drozd and the Library Board felt that a sidewalk connecting the Library's parking lot to Heritage Park be included.

Correspondence: None

Director's Report:

Director Jennifer Morris informed the Board that:

1. Winter hours have begun as of September 8th.
2. The September calendar is completed and the fall schedule is being planned.
3. The Library's caretaker has given notice and will continue until a replacement is found. The position is posted on the Library's website and in the Library.
4. The Library's approved personnel budget allows us to hire a part time page to help with children's programs. Director Jennifer Morris will be posting this position next week.
5. The Concord Library has received an IMLS Code Club grant which provides a software program to run a code club along with training. This club is an informal program where kids or adults learn computer programming skills. The club will begin in the Spring of 2019.

Old Business:

1. No action was taken regarding the tabled Green Springville application.
2. Secretary Pam Bartkowski moved, Trustee Carl Eisenhard, seconded to use all or part of the Bullet Aide funds to purchase another printer, Motion carried.
3. President Susan Fischbeck suggested that the Legislator John Mills funds be used for a “bike program” to include inviting the Police and a bike repair person . No action was taken,

New Business:

1. Secretary Pam Bartkowski moved, Trustee Carl Eisenhard seconded to approve the winter hours of the library. Motion carried.
2. Secretary Pam Bartkowski moved, Trustee Carl Eisenhard seconded to take \$300 from Private funds to cover the cost of October programming. Motion carried.
3. The board agreed to direct the Secretary to write a letter to the Town Board requesting the Town Board develop a budget line for the library grounds to include: resurfacing the parking lot, placing parking bumpers in the rear of the parking lot and installing a sidewalk connecting Heritage Park to the Library parking lot. No motion was made.

Next Meeting: The next regular meeting of the Board of Trustees for the Hulbert Library will be:

October 4, 2018; 9:00 A.M

Adjournment: President Susan Fischbeck adjourned the meeting at 10:25 am. No motion was made.

Respectfully Submitted
Pam Bartkowski, Secretary