

Minutes for the Hulbert Library of the Town of Concord

September 7, 2017

Present: President Leslie Gibbin, Secretary Pam Bartkowski, Treasurer Carl Eisenhard, Trustee Susan Fischbeck, Trustee Susan Putney, Trustee Kara Kane, Clyde Drake, Town Representative and Director Bridgette Heintz

Absent: Vice President Virginia Krebs

Call to Order: President Leslie Gibbin called the meeting to order at 9:04 am.

Secretary's Report:

1. Treasurer Carl Eisenhard moved, Trustee Susan Fischbeck seconded to accept the Regular Minutes of June 1, 2017 as read. Motion carried
2. Trustee Kara Kane moved, Treasurer Carl Eisenhard seconded to accept the Special Meeting Minutes of June 29, 2017 as read. Motion carried.

Treasurer's Report: Secretary Pam Bartkowski moved, President Leslie Gibbin seconded to accept the Treasurer's report as submitted. Motion carried.

Approval of Bills Secretary Pam Bartkowski moved, Trustee Susan Putney seconded to pay the bills for the months of June, July and August 2017.

June 2017:

Village of Springville water/sewer	\$ 75.75
Private Account reimbursement for Lowe's grass seed purchase	\$ 67.46
<u>Total:</u>	\$ 143.21

July 2017:

Village of Springville water/sewer	\$ 75.75
USPS stamps	\$ 98.00
Springville Village garbage stickers	\$.250.00
<u>Total:</u>	\$ 423.75

August 2017:

Village of Springville water/sewer	\$ 75.75
Corr Distributors vacuum	\$ 272.13
Private Account Reimbursement for Lowe's weed killer & Springville Hardware fax equipment	\$ 35.80
Springville Hardware paint	\$ 105.76
Bridgette's mileage	\$ 100.03
Total	\$ 596.22

Library Improvements:

1. The Library now has a public fax. There is a \$1.75 charge for the first page and a \$1.00 fee for every subsequent page.
2. The sewer drain covers for both the front and back doors need replacing. Corr Distributors sent a quote which was forwarded to the Town. Supervisor Gary Eppolito, who requested a few more quotes and if possible to wait until closer to the end of the year before submitting this.
3. The next improvements under consideration are: new carpeting in the meeting room and new tile for the back hallway, public restrooms and staff kitchen.

Town Board Report: Town Representative Clyde Drake echoed Director Bridgette Heintz' statement regarding the sewer drain covers saying the Town Board does not want to raise Town taxes.

Correspondence:

1. A \$50 donation was received from the Women of the Moose. No designation was requested.
2. A memorial \$50 donation was received in memory of Larry Hanson. It was requested that the library purchase WWII books. After consultation with Mrs. Hanson on titles, two books were purchased.

Director's Report: Director Bridgette Heintz informed the Board that:

1. Summer wrap-up:
 - (a) Book sale proceeds: \$1,113.32 and Bake sale proceeds: \$330.025 with a combined total of **1,443.57**.
 - (b) Hot Dog Roast proceeds were 1,485.00. An increase of \$180 from 2016.
 - (c) Number of summer programs was 82.
 - (d) Number of summer program attendees 919.
2. The Fall events calendar draft was presented.
3. The aquarium sprung a major leak making it unslvageable. Using theBe Neighborly Springville Facebook page all of the fish were rehoused. The space left will be used as a "business center" to make use of the copier and public fax easier.
4. The Hulbert Library received \$2,500 from Senator Gallivan's office in Bullet Aid for 2017. These funds are specifically used for technology and related purchases. These funds remain in the account until used.

5. She would propose using the Mary Jane Virginia Memorial funds as follows:
Get a cubbie cabinet purchased or made for the Children's area. Director Bridgette Heintz is looking for something with two shelves. She would then like to purchase bins and toys such as building blocks, puzzles and stuffed animals, etc. for the Children's area.

Director's BECPL Committee Work: None

Old Business:

Treasurer Carl Eisenhard requested that President Leslie Gibbin change the signatory on the bank account removing Tom Virginia's name and adding hers.

New Business:

Trustee Kara Kane moved, Trustee Susan Putney seconded to use \$1,300 of the 2017 Hot Dog proceeds to fund the 2017 Fall (September-December) Programming. Motion carried.

Next Meeting:

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

October 5, 2017, 9:00 A.M.

Adjournment: Trustee Kara Kane moved, Trustee Susan Putney seconded to adjourn the meeting at 9:39 am. Motion carried.

Respectfully Submitted
Pam Bartkowski, Secretary