

# Minutes for the Hulbert Library of the Town of Concord

November 2, 2017

**Present:** President Leslie Gibbin, Secretary Pam Bartkowski, Treasurer Carl Eisenhard, Trustee Susan Fischbeck, Trustee Kara Kane and Director Bridgette Heintz

**Absent:** Vice President Virginia Krebs, Trustee Susan Putney and Clyde Drake, Town Representative

## **Call to Order:**

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

## **Secretary's Report:**

Treasurer Carl Eisenhard moved, Trustee Kara Kane seconded to accept the October minutes as read with the following changes: under Correspondence #3 delete "Her complete report of this. meeting has been attached to the minutes." Motion carried.

## **Treasurer's Report:**

Secretary Pam Bartkowski moved, Trustee Susan Fischbeck seconded accept the Treasurer's Report as submitted. Motion carried.

## **Approval of Bills:**

Trustee Kara Kane moved, Trustee Susan Fischbeck seconded to pay the bills for the month October 2017. Motion carried.

### **September 2017:**

Village of Springville water/sewer	\$ 75.75
BECPL (invoice #17045)	\$ 5.28
BECPL (invoice #17050)	\$ 2.30
Bridgette Heintz mileage	\$ 39.43
<b>Total</b>	<b>\$ 122.76</b>

## **Library Improvements:**

1. Director Bridgette Heintz reported that the Town has accepted the Randall Plumbing bid to replace the sewer drain mats.

2. Director Bridgette Heintz presented 3 bids for the carpet and tiling project:
  - a. **Carpet World**: quote of \$5,823 will cover all labor, toilet removal and replacement, and removal of all old materials. The previously chosen carpet and tile cost is included. The doors in the back hall will not need to be taken down and rehung.
  - b. **Hamburg Floorcovering**: quote \$6069 will include everything that Carpet World covers.
  - c. **Lowe's**: quote \$7640.47 will include toilet removal and replacement along with the removal the old materials, but will not include the delivery cost of the carpet. Someone would have to pick up the tile as Lowe's won't deliver it. The doors in the back hall would need to be removed and rehung. Lowe's does not do this. Since there is an electric opener on one door, we would have to contract with Imperial to have this done at an additional cost. The carpet and tile would be a more generic material not the previously chosen ones.

**Town Board Report**: None

**Correspondence**:

1. A \$50 donation was received in memory of Lois Stolp. The donor selected unrestricted use of funds by the Hulbert Library and 4 wish list books were purchased.
2. Mary Jean Jakubowski informed the Director Bridgette Heintz that she would like to schedule a meeting with the Hulbert Library Board and Director Bridgette Heintz to discuss current scheduling and summer hours. Director Bridgette Heintz will invite Ms. Jakubowski to the December meeting.

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

1. Ken Stone has procured a new snow blower from the county. We have placed the order and arrangements will be made with the Central Library for proper disposal of the old snow blower which is county property.
2. Training for the Automated External Defibrillator will be November 3rd. at the Senior Center.
3. Trustee Kara Kane will be attending the upcoming November 4th. ACT meeting.

**Old Business:**

1. Secretary Pam Bartkowski moved, Treasurer Carl Eisenhard seconded to accept Carpet World's bid for the carpet and tile project as long as their quote would include leveling of the floors. Motion carried.
2. Treasurer Carl Eisenhard reported that there are no higher rates for the CDs but he will investigate some of the internet banks.
3. President Leslie Gibbin will do the signatory change over of the Library's M&T account this week.

**New Business:**

1. Secretary Pam Bartkowski moved, Treasurer Carl Eisenhard seconded to tentatively approve the Proposed Calendar for 2018 and submit it to the Central Library by November 17th. Motion carried.
2. Trustee Kara Kane moved, President Leslie Gibbin seconded to submit to the Town Board Pam Bartkowski's name for a renewal of term of office. Motion carried.

**Next Meeting:**

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

**December 7, 2017, 9:00 A.M.**

**Adjournment:** President Leslie Gibbin moved Secretary Pam Bartkowski seconded to adjourn the meeting at 9:39 am. Motion carried.

Respectfully Submitted  
Pam Bartkowski, Secretary