

Minutes for the Hulbert Library of the Town of Concord

March 1, 2018

Present: President Susan Fischbeck, Vice President Kara Kane, Secretary Pam Bartkowski, Trustee Carl Eisenhard and Town Representative Phil Drozd

Absent: Treasurer Susan Putney

Call to Order: President Susan Fischbeck called the meeting to order at 9:02 am.

Secretary's Report: Trustee Carl Eisenhard moved, Vice President Kara Kane seconded to accept the January 4, January 11, and February 2, 2018 minutes as read with the following corrections: January 4th. under Correspondence 2 and 3 change Hebden to Hebdon. Motion carried.

Treasurer's Report: Vice President Kara Kane moved, President Susan Fischbeck seconded to accept the Treasurer's Report as submitted. Motion carried.

Approval of Bills: No Bills.

Town Board Report: Town Representative Phil Drozd informed the Board that rather than the Town Board entering an agreement of understanding with the Village to install lights, the Town has hired Dynamic Electric Solutions to do the work.

Correspondence:
A letter of intent to become a Trustee of the Library was received from Jennifer Hoffmann. President Sue Fischbeck will call her and invite her to the April meeting.

Library Improvements: None

Old Business:

1. Trustee Carl Eisenhard moved, Vice President Kara Kane seconded to send the draft of the letter Secretary Pam Bartkowski composed to B&ECPL Director Mary Jean Jakubowski informing her that until our library hires a new Director, The Hulbert Library will continue the same schedule and hours. Motion carried.
2. Secretary Pam Bartkowski moved, Vice President Kara Kane seconded to table any action on the Fixed Assets Report until April 5th. Motion carried.

3. Former Director Bridgette Heintz is working on a solution to make up the hours lost by the part-time staff for the two days the Library was closed.
4. The Comptroller's Report is completed and requires a hand vote recording the exact ayes and nays by March 31, 2018. We discussed a call in vote, but no date was set. Both the President and Secretary must sign this report.

New Business:

The Board went into executive session to discuss the Librarian I position. Town Representative Phil Drozd excused himself. The Board came out of executive session at 9:57 am. President Sue Fischbeck will contact BECPL to request that Ms. Doyle contact the three people we would like to interview and have her contact those people.

Next Meeting Date:

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

April 5, 2018 9:00 A.M.

Adjournment:

Trustee Carl Eisenhard moved, Secretary Pam Bartkowski seconded to adjourn at 10:05am. Motion carried.

Respectfully Submitted
Pam Bartkowski, Secretary