

**Avon Public Library BOD Meeting**  
**Community Room, Avon Public Library**  
**Date: January 17, 2023**

Item	Summary					Disposition
Call to order	Nicole Nunziata called the meeting to order at 7 pm.					Quorum = 7
	<b>Attendee</b>	<b>Role</b>	<b>Voting</b>	<b>Present</b>	<b>Absent</b>	# 11 voting present
	Nicole Nunziata	BOD President	Y	Y		
	Amee Mody	BOD Vice President	Y	Y		
	Fred Lin	BOD Treasurer	Y	Y		
	Colette Slover	BOD Secretary	Y	Y		
	Anne McNeely	BOD Member	Y	N	Y	
	Beth Dance	BOD Member	Y	Y		
	Dave Howe	BOD Member	Y	Y		
	Deborah Sacks	BOD Member	Y	Y		
	Donna Gianini	BOD Member	Y	Y		
	Joan Reiskin	Friends of the Library	Y	Y		
	Paula Schwartz	BOD Member	Y	Y		
	Rob Berman	BOD Member	Y	Y		
	Glenn Grube	Library Director	N	Y		
	LeonaMae Page	Clerk	N	Y		
	<b>Review and Approvals</b>					
Review and Adoption of Agenda	Rob Berman made a motion to adopt the agenda. Paula Schwartz seconded. (Approved.)					# 11 Yes
Review and Approval of BOD Meeting Minutes	Dave Howe made a motion to accept the December meeting minutes. Colette Slover seconded. (Approved.)					# 9 Yes # 2 Abstain
Review and Approval of Treasurer's Report – Fred	<p>Fred Lin presented his written December report including the following highlights:</p> <ul style="list-style-type: none"> <li>• Income for the month of December was \$20,011. YTD actuals \$100,412 vs. YTD budgeted income of \$54,950.</li> <li>• Expenses for the month of December were \$8,382. YTD actuals \$56,615 vs. YTD budgeted expenses of \$66,150.</li> </ul> <p>The Operations &amp; Administration and Investment Committees have accepted Fred Lin's recommendation to move all the money from the money market account into the expansion fund investment account where it will be invested in short term treasury bills. Every three months, the money will be available for expenses or reinvestment.</p> <p>Joan Reiskin moved to accept the Treasurer's report. Amee Mody seconded. (Approved.)</p>					# 11 Yes
	<b>New Business</b>					
Librarian's Report – Glenn	<p>Glenn Grube reviewed his written monthly report and discussed the following:</p> <ul style="list-style-type: none"> <li>• The Paleo-Indian webinars on the library's YouTube channel have</li> </ul>					No Vote

	<p>surpassed 10,000 views.</p> <ul style="list-style-type: none"> <li>• The Library will host two traveling exhibits, a local exhibit of the Connecticut Historical Society Museum &amp; Library on the History of the LGBTQ Community in Connecticut, and a national exhibit of the American Library Association on evolution called Exploring Human Origins.</li> <li>• Renovations in Group Study Room 4 have been completed. A whiteboard and a large flat screen display are now mounted on the walls and new tables will arrive shortly.</li> <li>• Avon's American Legion Post now has their charter and a few plaques on display in the Gallery in addition to those of the VFW.</li> <li>• Today Magazine, a digital magazine that covers the Farmington Valley, is interested in doing a feature article on the libraries in the region.</li> <li>• Estimates have been gathered for the two things that are not included in the initial courtyard project: the pergola itself for \$8,000 - \$13,000 and lighting in the pergola and along the walkway for approximately \$20,000.</li> </ul>	
Friends of the Library Report – Joan	The first concert in the Sundays at Three series was held on January 15. The Friends are looking to grow their membership to 500 from their present roster of just over 400.	No Vote
Staff Guest – Cyndi Larsen, Reference Librarian	Cyndi Larsen has worked at Avon Library for 19 years and now works 25 hours a week in the Reference Department where she enjoys getting to do a variety of things. She runs a few book discussion series and especially enjoys readers advisory. She said that she & the other librarians really enjoy visits from board members and encouraged BOD members to stop in.	
Board Committee Assignments	There are currently four standing Committees per the bylaws: Operations & Administration; Marketing; Strategic Planning; and Investment. Nicole Nunziata would like the Strategic Planning Committee to create the plan and then marshal that plan through the five years and so proposes changing this committee's name to the Strategic Planning & Execution Committee. She introduced a new Staff Engagement & Recognition Committee to liaison between staff and the Library & Friends boards to create more consistency and ease in recognizing staff and planning events. She also introduced a new Policy Writing subcommittee of Operations & Administration to maintain the Board's body of over 20 policies. Board members are invited to email Nicole Nunziata with their questions and interests.	
<b>Old Business</b>		
Operations & Administration Committee report	The Operations & Administration Committee has appointed Rob Berman as Assistant Treasurer in anticipation of the June election for a new treasurer. The Board & Self Assessments will be presented soon. Responses will be due in February and shared in March.	No Vote
Marketing Committee update – Donna	The Marketing Committee is updating and redesigning the BOD roster document. Donna Gianini asked everyone to review their bios. Soon the Marketing Committee will finalize the new nametags that will serve to identify members of the board at public events.	No Vote

Strategic Planning Committee update – Dave	The Strategic Planning Committee identified actions for the first quarter of 2023. Dave Howe created a system for tracking progress. Mini surveys will be created. Glenn Grube will be meeting with the teen advisory boards.	No Vote
Board Member Remarks	Fred Lin and Dave Howe will complete their service to the board in June. The recruitment of new board members should be an ongoing group effort. Beth Dance expressed appreciation for the durable medical equipment that is stored in the Library’s basement and owned & loaned by Avon Lions Club.	No Vote
Adjournment	Rob Berman moved to adjourn. Fred Lin seconded. The meeting adjourned at 8:32 pm.	# 11 Yes

**Respectfully submitted, Colette Slover, Secretary**