

## **Minutes Avon Free Public Library – December 15, 2014**

Board of Directors

Regular Meeting called to order by Carin Salonia at 7:30 p.m.

**In attendance:** Carin Salonia – President, Vince LoPresti – Treasurer, Jennifer Shufro – Secretary, Glenn Grube – Library Director, Mary Suter – Immediate Past President, Thirza Hyatt, Eric Gauvin, Fred Lin, Betsy Bougere, Anne Fitzgerald, Peter Anderson, Paula Schwartz and Linda Jordano - Friends of the Avon Public Library representative.

### **Review and Adopt Agenda**

The Board reviewed and unanimously adopted the Agenda for the meeting.

### **Approval of Minutes**

The Minutes from the Meeting of the Board of Directors held on November 18, 2014 were reviewed, a few minor revisions were noted and corrected, and then unanimously approved and adopted by the Board.

### **Review and Approval of Treasurer's Report**

Vince LoPresti reviewed the Library's fiscal report through November, 2014 with the Board, including discussions pertaining to items of income and expense and certain items where the Library was either under or over budget (with explanations provided by Vince and/or by the Library Director). The Board noted various "seasonal" 4<sup>th</sup> quarter expenses and unexpected building maintenance expenses. At the month's end, the Library had \$262,041 in net assets. The Board unanimously approved the Treasurer's report, as presented.

### **New Business**

❖ Librarian's Report: Glenn Grube presented the Library highlights for November, 2014 to the Board, including: (i) Avon's local history website, [www.avonhistory.info](http://www.avonhistory.info), was launched in November with positive feedback; (ii) The Library submitted a grant application to receive two free 3-D printers. Results will be announced in December; (iii) The Friends of the Library Literary Luncheon was held on November 14<sup>th</sup> and it was a big success. The event raised over \$2,000 for the Friends; (v) Avon public schools Kindergarten classes visited the Library to get their first library cards and to have a tour of the Children's Library. Over 200 children attended; (vii) On November 18<sup>th</sup>, the new Town of Avon website, coordinated by Glenn Grube, was launched; (viii) The Library will be open on Sundays starting in January; and (ix) Unforeseen repair items, potential phone system changes, on-line catalog issues and other partnering ideas and enhancements that are on the Library's objective list for the near future were discussed.

❖ Friends of the Avon Public Library Report: Linda Jordano presented on behalf of the Friends. She first thanked Peter Anderson for his ongoing work pertaining to the Sunday Music Series. Thereafter, she updated the Board on recent Friends' activities, including: (i) The Friends are working with Hartford Stage to present a Teen Shakespeare Workshop at the Library. The details of this program have yet to be finalized, but it is anticipated that this will be a Saturday program in conjunction with Teen Room; and (ii) The Friends have again commenced collecting books for next year's book sale.

❖ Timing of Board Meetings: Carin Salonia raised the issue of the time of regular Board meetings from 7:30 p.m. to 7:00 p.m. - Regular meetings would end at 8:30 p.m. The Board unanimously agreed to this time change. The next regular

meeting of the Board, on January 20<sup>th</sup>, 2015, shall commence at 7:00 p.m. The Board further agreed that, with regard to the Annual Meeting, on that date, the Annual Meeting will commence at 7:00 p.m. and the Regular monthly meeting will follow immediately thereafter.

❖ Brainstorming of Board Priorities for 2015: Betsy Bougere discussed with the Board the concept of exploring some of the strategic goals that the Board has presented in the Library's revised Strategic Plan, including ideas on how to best work together to implement several of them this next year. The Board discussed how to leverage connections within the community and how to use social media to meet these needs. The Board discussed development of new partnerships, marketing, and investment planning and the use of new and enhanced technologies. The Board agreed that it would be advantageous to meet outside of the Board Room to brainstorm next steps for the Library.

### **Old Business**

❖ Town Operating Budget Review: Glenn Grube reminded the Board that next Monday, December 22, 2014, he and Carin are meeting with the Town Manager to review the Library's proposed budget. Additionally, the Library will present the proposed budget before the Town Council in January. Updates to follow at next month's meeting.

❖ Library Art Gallery Committee: Eric Gauvin presented an update on the work of the Gallery Planning Committee to the Board, including: (i) Concepts pertaining to the exterior entrance; (ii) The Gallery name (i.e. "the gallery"), with appropriate graphic design to follow; (iii) The Gallery signage, on the window (with either translucent or etched glass graphics), in the entrance (above the doorway), inside the Library, and the concurrent relocation of the current Bathroom signage. Full-scale mock-ups to follow; (iv) Foyer de-clutter, including the concept of a partition (as a semi-permanent structure, to be decided upon), additional lighting, and the relocation and re-use of existing Library furniture (bring in the bench and move out the kiosk); (v) Painting of the Gallery interior walls (and perhaps, part of the entrance). A sample was presented to the Board for consideration. The color will be matched to the existing Gallery carpet; (vi) Additional Gallery lighting at the end of the hall near the entrance to the Community Room; (vii) Addition of the gallery happenings on the Library website; (viii) Gallery exhibit opening receptions as a regular event; and (ix) The need to review the current Library Gallery Policy. The Committee will continue to explore options costs and will present additional items to the Board in the near future.

### **Upcoming Library Calendar:**

1. Wednesday, December 17<sup>th</sup> – Closing of *Changing America* exhibit
2. Wednesday, December 24<sup>th</sup> – Library open 10 – 1 for Christmas Eve
3. Thursday, December 25<sup>th</sup> – Library CLOSED for Christmas Day
4. Wednesday, December 31<sup>st</sup> – Library open 10 – 1 for New Year's Eve
5. Thursday, January 1<sup>st</sup> – Library CLOSED for New Year's Day
6. Sunday January 4<sup>th</sup> – Library open 1 – 5 for the first Sunday of the season
7. Monday January 19<sup>th</sup> – Library CLOSED for Martin Luther King Jr. Day
8. Tuesday, January 20<sup>th</sup> – Library Board Meeting

### **Adjournment:**

The regular monthly meeting of the Board of Directors was thereafter adjourned at approximately 9:00 p.m. by Carin Salonia, President.