

AFPL BOARD MEETING MINUTES JANUARY 20, 2015

Board of Directors

Regular Meeting called to order by President Carin Salonia at 7:00 p.m.

In attendance were Peter Anderson, Peggy Beauregard, Betsy Bougere, Anne Fitzgerald, Eric Gauvin, Thirza Hyatt, Fred Lin, Vince LoPresti, Immediate Past President Mary Suter, and Library Director Glenn Grube. Guests were Children's and Teen Services Manager Kari Ann St. Jean and Technology, Technical Services Manager Jessica Palmer, and Boy Scouts Mark Beauregard and Chris Barnes who were filling a requirement that they attend a public meeting. Absent were Paula Schwartz and Jennifer Shufro.

Peter moved and Betsy seconded a motion to approve the proposed agenda, and it was approved as proposed.

Peter moved and Fred seconded a motion to approve the minutes as proposed. Corrections were suggested then approved as noted.

Vince reviewed the Treasurer's Report. He's been working with straight line projections that Tom Iezzi had been using during his tenure as treasurer, but anticipates ultimately being ahead of budget. Vince expects to change the projections from straight line to seasonal once he transfers from previous treasurer Tom Iezzi's QuickBooks to his Excel.

After last month's meeting when Tom was not present, Mary e-mailed a heartfelt thank you note for all his time and effort on the board and as treasurer. Since he has moved out of Avon to Simsbury, he is no longer on the board and will not be attending meetings.

Fred would like to discuss separately with Carin, Glenn and Vince ideas he has on how to invest for higher rates of return. Mary explained that during the building phase, we did not want to tie up our funds, but circumstances have changed and it is certainly worth a discussion now.

Glenn gave his report (see handout). Additionally:

- The 2015 farmers market is increasing in number days from 2014's eight to ten with nine summer market days and one indoors holiday market in November; from eight vendors in 2014 up to between 12 and 15 vendors;. There will also be bluegrass music and folk music on two market days. Rain will bring the music indoors;
- The library was a warming station during the two-day cold spell earlier this month;
- Governor Malloy signed the e-book funding bonding for \$2.2M to build an e-book platform for public libraries;
- As tax season approaches, we were told we will not be supplied with any instruction booklets and only 75% of the forms we ordered will be delivered. With AARP this year, there will be six volunteers (including Tom Iezzi) rather than VITA's four in previous years;

- Public and private school librarians will be invited to the library's Educators' Open House on a date to be determined. The event will give us the opportunity to market what we can do for librarians and schools in general. Thirza said librarians used to get together regularly and perhaps it is time to resurrect that practice. Glenn said Teen Librarian Marisa Hicking is in regular contact with the middle and high school librarians;

- We had anticipated a December response to our grant application for two 3D printers but the response date has been pushed out to February 15.

Peggy Beauregard reported for the Friends. They are holding steady with around 650 members but donations are up a bit. They are hosting children's programs including collaboration with Hartford Stage on Shakespeare on April 8, 11 and 18 for Avon, Canton and Simsbury's high school students' theatre group. The Friends are also sponsoring the winter Sunday concert series, and they have joined with other Valley book sale supervisors to share ideas and forge good relationships rather than being in competition with one another. On February 24 the Friends will put on a staff appreciation luncheon in the staff room. On May 8 they will host a wine and cheese social with pianist Joe McWilliams for Friends members. The Friends are happy to help with the Gallery as plans evolve, including financial help if it is needed. They are open to requests for funding since they have funds to spend.

Betsy suggested that board members and volunteers elsewhere in the library be reminded that their current or former employers might match donations or simply donate money to the Friends or to the library directly. In addition to the possibility of fully or partially matching direct donations by employees and retirees, the employers might also donate after the volunteer has worked a designated number of hours. Anne and Betsy have both submitted their hours to Aetna, as has Carin to The Hartford. Glenn will ask Circulation and Outreach Services Manager Patricia Valsecchi to tell her volunteers of this possibility.

Glenn handed out the 2nd quarterly update to the strategic plan, and added the following comments:

- Collections – Three Sykpe-a-Docent programs were held with New Britain Museum of American Art, which required two staff members plus the museum docent. Only 12 people could attend because the screen resolution was poor on our projector so the program was held in the boardroom. Staff will be looking into both to determine if the program should be continued;

- Technology –the phone and voicemail system will not be upgraded any time soon, not even by September/October;

- Lifelong Learning –Mathnasium programs were offered to three grades for three weeks and Mathnasium would like to return;

- Library Engagement – The visits per capita and total circulation in July and August were very high, perhaps due to the farmers market;

- Program attendance – The numbers have steadily increased since the lowest numbers in 2011-12 during the building phase.

Old Business:

- Town Operating Budget Review – Carin and Glenn met December 23 with Town Manager Brandon Robertson and asked for:
 - o Funding for additional children's and teen staffing between 3 and 5:00 p.m.;
 - o More Sunday hours from December to April @ about \$500 per Sunday for electricity and salaries. Now, between January and March it is not unusual for 500 patrons to visit on a Sunday;
 - o Funding for a new part-time reference librarian;
 - o Additional funding for book purchases.
- Glenn and Carin will present the above to the Town Council at the budget workshop on February 7 at 8:20 a.m.

The board then moved to the proposed White Room where Jessica and Kari Ann presented a plan to turn a group study room on the second floor into an interactive multimedia space designed for teens, but available to all patrons. The White Room would be a bookable room that would be available for up to 1-2 weeks at a time to those who submit a proposal for how they will use the room. Key features include (i) whiteboard paint, magnetic walls, and furniture designed for active engagement; (ii) an interactive projector and iPad for digital sharing and collaboration; and (iii) equipment for video creation and special effects. The initial equipment budget estimate is \$13,000, which could be funded in part by the Hartford Foundation Teen Technology Grant, but would also require capital campaign funds. Some suggestions made by the board were: we may want to incorporate other study rooms or spaces into the project, and there is potential to attract more outside funding opportunities. The board also identified potential issues that will have to be explored further: managing appropriate content; a digital content policy that allows the library to share users' projects online; and room use by non-Avon users. As a next step, the library will work on a more complete budget for the project.

Upcoming Library Calendar

1. Saturday, February 7 – Town Council Workshop, Selectman's Chamber, Avon Town Hall (AFPL is scheduled to present at 8:20 a.m.)
2. Monday, February 16 – Library closed in observance of Presidents' Day
3. Tuesday, February 17 – Library Board monthly meeting

Adjournment

The regular monthly meeting of the Board of Directors was thereafter adjourned at approximately 8:50 p.m. by President Carin Salonia.

The next meeting will take place on Tuesday, February 17, 2015 at 7:00 pm.

Respectfully Submitted,

Anne Fitzgerald, Ad Hoc Secretary