

Minutes Avon Free Public Library – May 20, 2014

Board of Directors

Regular Meeting called to order by Mary Suter at 7:30 p.m.

In attendance: Mary Suter – President, Jennifer Shufro – Secretary, Glenn Grube – Library Director, Thirza Hyatt, Anne Fitzgerald, Tom Iezzi, Eric Gauvin and Betsy Bougere.

Absent: Jerry O'Brien, Carin Salonia, Paula Schwartz, Peter Anderson and Linda Jordano.

Approval of Minutes

The Minutes of the Regular Meeting held on April 22, 2014, were unanimously approved.

I. Reports

❖ **Treasurer's Report:** Tom Iezzi presented the Library's fiscal report focusing on the income and expenses of the Library through April, 2014, including expenditures from the Library's fund, as the Town budget had been depleted. This spending had been anticipated. The One Book Project brought in additional income of \$1,300 from the Connecticut Humanities Council. The last Mitnick disbursement, for approximately \$13,000, will be received in May, 2014. At month end, the Library had \$226,544 in assets.

❖ **Librarian's Report:** Glenn Grube presented the highlights for April 2014 to the Board, noting the following highlights: (i) The Farmer's Market, which will commence on Mondays in July, is sold out for this summer. There are 8 vendors enrolled and Avon Public Works will be assisting the Library; (ii) The Library's Volunteer Appreciation Reception was held on April 11th, followed by National Library Week (April 13th -19th) with many exciting programs; (iii) Library migration to the new Sierra software system will be implemented shortly and the Library was closed on April 25th for an all day intensive staff training of this new system. There will be a joint press release with Simsbury Library on the roll out of this new software program, which is anticipated to be up and running on June 2nd, 2014; (vi) Avon Library was one of 10 libraries chosen to represent all Connecticut libraries at the State Capital during the Connecticut Library Association's Libraries Change Lives exhibit on April 16th; (viii) Several staff attended, and two presented, at the Connecticut Library Association's Annual conference on April 28-29th; and (ix) The town's budget was passed, providing for a small increase in Library funding as well as a cost of living increase for staff of the Library.

❖ **Friends of the Avon Library:** Glenn read an email from Linda Jordano, who was absent from the meeting, which summarized the Friends' Report for April. According to Linda's email, the Wine and Cheese Member Appreciation party was a huge success with over 100 in attendance. Additionally, to date, the Booktique has earned \$1,378 in just three months.

II. New Business.

- ❖ Alcohol Waiver Request. A request was made for a waiver of the Library's no-alcohol policy for the June 19th Gallery Opening of the History of Magic exhibit. The Board unanimously voted to grant this waiver.
- ❖ Bylaw Revisions. The Operations and Administration sub-committee met and revised the Library's bylaws during the month. The committee presented the proposed changes to the Board. The Board will review the suggested revisions and will vote on this revised draft at the June meeting.

III. Old Business.

- ❖ Strategic Planning Sub-Committee. Carin Salonia and Paula Schwartz were absent from the meeting, as such, Glenn gave the Board a summary of the progress to date on the final Strategic Plan. A further revised draft will be circulated that includes critical success factors and more value and quantitative measures. This final version of the Strategic Plan will be reviewed and voted on at the June Board meeting.
- ❖ Public Meeting Room Policy. The final revised draft of this revised policy was presented to the Board. The Board discussed the final version and then unanimously approved it as the new policy of the Library.

IV. Library Calendar:

1. Monday, May 26th –Library is closed for Memorial Day
2. Sunday, June 1st – Online catalog down for conversion
3. Monday, June 2nd – First day of new Sierra software system
4. Tuesday, June 17th – Library Board Meeting, 7:30 p.m.

V. Adjournment:

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