

Minutes Avon Free Public Library October 15th 2013

Board of Directors

Annual Meeting called to order by Mary Suter at 7:00 p.m.

In attendance: Mary Suter – President, Peter Anderson – Vice President, Tom Iezzi – Treasurer, Jennifer Shufro – Secretary, Glenn Grube, Thirza Hyatt, Jerry O'Brien, Eric Gauvin, Carin Salonia, John Carlson, Linda Jordano, Paula Schwartz, Anne Fitzgerald.

Approval of Minutes

The Minutes of the previous Annual Meeting were previously approved at the November 2012 regular monthly meeting.

I. Reports

- ❖ Treasurer's Report: Presented by Tom Iezzi. Review of Audited Financial Statements prepared by Library's auditors, Carney, Roy and Gerrol, P.C. for fiscal year ending June 2013. Total net assets for the fiscal year reported to be \$469,210 (including \$243,855 from the expansion fund which is temporarily restricted). The Board resolved to approve the Form 990 as presented.
- ❖ Mitnick Budget – AFPL continues as a beneficiary of the Mitnick Trust (1/8 recipient which generates approximately \$54,728 annual contribution).
- ❖ Librarian's Report: Glenn Grube presented the highlights of the fiscal year to the Board, with comments on (i) staffing issues (especially after the retirement of Virginia Vocelli after 24 years as library director) and other internal and external hires, (ii) the realization of library goals, including addition of new technology, more effective use of new space, and quality programming, (iii) the new computer lab (including instruction/classes offered, tablets available and new downloadable e-books), (iv) use of technology for self checkout service, renewal, and payment of library fines, (v) success of Lincoln exhibit which received the Connecticut State Library's Excellence in Public Library Service Award for 2013 (which success the library will build upon for its VFW/Vietnam War exhibit), (vi) partner services with Gifts of Love, and (vii) the remarkable use of the Teen Room by AMS students and Marisa's programs which have been incredibly well received.

II. Old Business – Highlights of the Avon Library Board of Directors for 2012-2013 Presented by President, Mary Suter

- ❖ Library Expansion – Board successfully supported Library Director in execution of operations and new programs in the new space. Held very successful Librartects Workshop attended by over 60 people from other CT libraries.
- ❖ Fundraising Campaign – (i) Campaign results exceeded \$1.3M and campaign concluded at fiscal year-end, but continued collecting multi-year pledges and decisions related to the HFPG grant, (ii) campaign expenses were less than 3% of contributions, which is an exceptional result (below fundraising standards), (iii) additional engraved brick fundraising program offered through November 2012, which generated additional funds for enhancements to library, (iv) letters of appreciation to all donors to campaign sent out in January 2013, (v) Eric Gauvin, heading the Marketing and Public Relations Committee, developed a special tribute to all donors on library website which was well received, (vi) final leadership level (\$2,500 and up) donor wall was prepared and plaques installed, and (vii) Board prepared Enhancements List for expenditure of approximately \$800,000 of campaign funds by Library Director and Library Board.

- ❖ Library Director Search – participation by Library Board President and Friends President to replace Virginia Vocelli. Retirement party for Ginny planned and attended.
- ❖ Formal appointment by Board of Glenn Grube as new Library Director, and he joined staff in December, 2012.
- ❖ Library Operations, Policies and Board Organization – (i) new security camera policy implemented and 25 security cameras installed in Fall 2012, (ii) John Carlson and Ruth Timme presented an overview of charitable giving and estate planning in April 2013 which Board will consider for future fundraising efforts, including IRA Charitable Rollover information circulation, (iii) Circulation policy revised, (iv) Gallery and Art Selection Committee partnered with Tina Panik on year's exhibits and the Board accepted a bequest of a painting to be hung in the library, (v) financial auditors hired (Carney, Roy and Gerrol, P.C.), (vi) Operating Budget and Mitnick Budgets managed conservatively, (vii) Board supported Library Director on various personnel, compensation and organization matters, and (viii) Peter Anderson, Rhonda LoBrutto, Carin Salonia, Jerry O'Brien and Eric Gauvin joined the Board in September 2012. Jennifer Shufro joined the Board in October 2012 and Barbara Leonard and Ruth Timme completed their terms in June 2013.

III. New Business – Presented by Tom Iezzi.

- ❖ The Board voted to approve the proposed Mitnick budget for Fiscal Year 2013-2014 and formally thanked the Treasurer for all of his hard work on behalf of the Board.

The Meeting was thereafter adjourned at approximately 8:00 p.m., followed by the regular October meeting of the Library Board.