

Avon Public Library BOD Meeting
BOD Room, Avon Public Library
Date: November 17, 2015

Item	Summary	Disposition																																																																						
Call to order	Meeting called to order by the President Carin Salonia at 7:02. Quorum in attendance.	Quorum = 6																																																																						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="337 401 669 432">Attendee</th> <th data-bbox="669 401 984 432">Role</th> <th data-bbox="984 401 1110 432">Voting</th> <th data-bbox="1110 401 1237 432">Present</th> <th data-bbox="1237 401 1357 432">Absent</th> </tr> </thead> <tbody> <tr> <td>Carin Salonia</td> <td>BOD President</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Vince LoPresti</td> <td>CFO/Treasurer</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Jennifer Shufro</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Glenn Grube</td> <td>Library Director</td> <td>N</td> <td>Y</td> <td></td> </tr> <tr> <td>Anne Fitzgerald</td> <td>BOD Member</td> <td>Y</td> <td></td> <td>Y</td> </tr> <tr> <td>Betsy Bougere</td> <td>Secretary</td> <td>Y</td> <td></td> <td>Y</td> </tr> <tr> <td>Eric Gauvin</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Fred Lin</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Paula Schwartz</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Peter Anderson</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Thirza Hyatt</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Joan Reiskin</td> <td>Friends of the Library</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Richard Bunnell</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> </tbody> </table>	Attendee	Role	Voting	Present	Absent	Carin Salonia	BOD President	Y	Y		Vince LoPresti	CFO/Treasurer	Y	Y		Jennifer Shufro	BOD Member	Y	Y		Glenn Grube	Library Director	N	Y		Anne Fitzgerald	BOD Member	Y		Y	Betsy Bougere	Secretary	Y		Y	Eric Gauvin	BOD Member	Y	Y		Fred Lin	BOD Member	Y	Y		Paula Schwartz	BOD Member	Y	Y		Peter Anderson	BOD Member	Y	Y		Thirza Hyatt	BOD Member	Y	Y		Joan Reiskin	Friends of the Library	Y	Y		Richard Bunnell	BOD Member	Y	Y		11 voting present
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Adoption of Agenda	Carin Salonia opens a request for motion to adopt the Agenda for the meeting as distributed by Glenn Grube. Richard made motion to accept and 2 nd by Paula. [Approved]	11 Yes																																																																						
Review and Approval of Annual Meeting Minutes	Discussed Annual Meeting Minutes and suggestions for edits include; <ul style="list-style-type: none"> • Call to order change to 6:30pm • Treasurers Report minutes – bullet #3 change from “question” to “discuss.” Motion to approve Annual Meeting minutes made by Peter and 2 nd by Fred w/ amendments. [Approved]	10 Yes 1 Abstain																																																																						
Review and Approval of Monthly Minutes	Discussed Monthly Meeting Minutes and suggestions for edits include; <ul style="list-style-type: none"> • Call to order change to 7:45pm • Treasurers Report last bullet from “needed” to “helpful”. Motion to approve October Meeting minutes made by Eric and 2 nd by Jennifer w/ amendments. [Approved]	10 Yes 1 Abstain																																																																						
Review and Approval of Treasurer’s Report	Treasurer’s Report for Sept adjusted for seasonality for full year budget. Reviewed last month, held vote for report to adjust for seasonality. Motion to approve Sept Financials by Paula and 2 nd by Richard. Treasurer’s Report for October reviewed. Motion to approve October Financials by Thirza and 2 nd by Jennifer.	11 Yes																																																																						
New Business																																																																								
Librarians Report	Glenn shared the Librarians report. Highlights include; <ol style="list-style-type: none"> 1. Holiday Farmer’s Market was a success with 230 attendees in the community room serving a nice selection of prepared foods, seasonal vegetables and gifts. 2. Tina, Jess and Marisa attended the New York City ComicCon event. 3. Outreach to Avon High School results in 27 new and 43 renewed library cards. 4. Work continues on leaks in the geothermal HVAC system. 2 heat wells have leaks and are under repair resulting in digging up brick patio. No impact to heating at this time. No other active leaks noted at this time. Public Works involved. Town Attorney notified. Impacts April programming if cannot use a divided room (loss of emergency exit with current closure of exit to patio). Long term solution needed and will pursue an independent party to review the issues/system architecture and recommendations. 5. Budget Request submitted to the Town. <ol style="list-style-type: none"> a. 2.6% increase in non-personnel lines (\$5,500 for books and periodicals) 	No Vote																																																																						

	<ul style="list-style-type: none"> b. \$44,500 additional personnel cost (for new and existing staff) – anticipated cost of living and minimum wage c. \$23,000 capital expenses request including \$18,000 for upgrades in security camera network (based on security assessment completed by town) and \$5,000 for handicap-assist door for gallery entrance <p>6. Sunday December 6th opens Sundays</p>	
Friends of the Library Report	<p>Joan provided an update to the BOD on the Friends activities.</p> <ul style="list-style-type: none"> 1. Friends of the Library Annual Book sale raised over \$12,000. 2. Memberships Renewal is underway. 3. Concert refreshments will be provided by the Friends. 4. Sonya’s husband donated funds for the benches donated to the library. 5. Email to patrons to shop the Booktique or online at Amazon SMILE as a donation to the Library. 	No vote
Alcohol Waiver Request	Glenn presented an “Afternoon with the Beer Snob” – scheduled for February 6, 2016. Lecture and tasting for CT Breweries. Motion by Peter 2 nd Richard.	11 Yes
Old Business		
Strategic Plan Update – 1 st Quarter 2015/2016	Glenn reviewed the progress against the Strategic Plan with key highlights as attached to the minutes. BOD shared overall support, gratitude and recognition of all of the hard work of Glenn and the Library Staff in progress against the plan.	
Technology Plan Update – 1 st Quarter 2015/2016	Glenn reviewed the progress against the Technology Plan Update with key highlights as attached to the minutes. The Technology Plan was approved by the State Library.	
ACLB Conference	Eric, Richard, Peter, Betsy, Glenn attended the meeting. Key highlights of advocacy, marketing and freedom of Information Act. Great opportunity to meet and network with other library volunteers.	
Program Flyers	One pager could be added to the program flyers – January 10 th – first music program. Ideas welcome.	
Adjournment	Motion to adjourn Meeting adjourned at 8:45pm per vote	11 yes

Respectfully submitted,
Carin Salonia