

Avon Public Library ANNUAL Meeting
BOD Room, Avon Public Library
Date: October 20, 2015

Item	Summary					Disposition
Call to order	Meeting called to order by the President Carin Salonia at 6:30					Quorum = 6
	Attendee	Role	Voting	Present	Absent	11 voting present, 1 absent
	Carin Salonia	BOD President	Y	Y		
	Vince LoPresti	CFO/Treasurer	Y	Y		
	Betsy Bougere	Secretary	Y	Y		
	Glenn Grube	Library Director	N	Y		
	Peter Anderson	BOD Member	Y	Y		
	Richard Bunnell	BOD Member	Y	Y		
	Anne Fitzgerald	BOD Member	Y	Y		
	Eric Gauvin	BOD Member	Y	Y		
	Thirza Hyatt	BOD Member	Y	Y		
	Fred Lin	BOD Member	Y	Y		
	Jennifer Shufro	BOD Member	Y	Y		
	Paula Schwartz	BOD Member	Y		Y	
	Joan Riskin	Friends of the Library	Y	Y		
Adoption of Agenda	1. Carin Salonia opened a request for motion to adopt the Agenda for the meeting as distributed by Glenn Grube. Peter Anderson made motion to accept and 2 nd by Richard Bunnell. [Approved]					11 Yes 1 absent for vote
Review and Approval of Treasurer’s Reports	Vince LoPresti presented the 990 Report by Carney, Roy and Gerrol, P.C. Highlights include: 1. Review of the statement of revenue, net assets, and expenses. The Library tries to budget to break even; fiscal 2014 experienced a small loss of \$11K due to timing issues. That was more than made up for with net revenue of \$22K in fiscal 2015. 2. Noted that of the dollars directly controlled by the BOD, the administrative services expenses comprise 4% (excluding the amount the Town controls including salaries). This percentage reflects very positive management practice for a non-profit. 99.3% of the Library’s operational funds come from public support and the Town of Avon provides over 93% (\$1.5M) of our operating expense. The remainder is from the State and revenues in payment for library services such as copying, sale of earbuds, etc. 3. Discussion of the extensive financial controls and granular review practiced by the Board Chair, Treasurer and Director, with monthly review by the full BOD, led the Board to discuss whether a formal audit would be cost beneficial. Glenn will follow up with the Town on their position concerning an audit. 4. Peter made a motion to approve the 990 report for Carin to sign the 990 package tonight, 2 nd by Richard. (Approved)					11 Yes 1 Absent for vote
Review and Approval of the proposed 2015-16 Mitnick Budget	Glenn reviewed the Sept 2015 and YTD (Jul-Sept 2015) actual Mitnick expenses. Highlights include: 1. With new grants, and technology capital contributing, projections are for a 26% increase in Mitnick budget (both income and expense) in the current year 2. Copier charges include fax machines, printers and phone lines. Replacement of this equipment will be included in technology planning. Soon, patrons will be charged for 3D printing in this category. 3. Connecticard reflects a 5% decrease in State support 4. BOD discussed a proposal to manage technology capital differently; to move any					11 Yes 1 absent for vote

	<p>meaningful overage in this category from the last fiscal year to the current fiscal year to support the technology priorities in the Strategic and Technology plans. This will be a separate line item and separate account initially funded with the existing \$1000 in the budget, with another \$11,500 moved in after approval. The funds will likely be used in the 3rd or 4th Q 2016. The BOD agreed this is a stronger strategic approach for reserving and planning for technology needs.</p> <p>5. Carin proposed that a subgroup map out the Technology Plan goals over 3 to 5 years and required funding. She also suggested that Glenn have a discussion with the Friends to formulate a 5 year reserve plan for donations. Financial projections and sources of support for the strategic and technology goals need to be clear to Town management and residents.</p> <p>6. Anne made a motion to accept the proposed 2015-16 Mitnick budget; 2nd by Joan. (Approved)</p>	
	New Business	
<p>Librarian's Annual Report</p> <p>Board Highlights 2014-15</p>	<p>Carin suggested that the annual Report of the Avon Free Public and Board Highlights be reviewed by members with questions emailed to Glenn and Carin, and approval be voted at the November 17 meeting.</p> <p>Jennifer so moved, 2nd by Fred. (Approved)</p>	<p>11 Yes 1 absent</p>
Adjournment	Motion to adjourn by Carin. Meeting adjourned at 7:42 pm per vote	<p>11 yes 1 absent</p>

Respectfully submitted,

Betsy Bougere