

Minutes Avon Free Public Library – October 21, 2014

Board of Directors

Regular Meeting called to order by Carin Salonia at 8:00 p.m.

In attendance: Carin Salonia – President, Tom Iezzi – Treasurer, Jennifer Shufro– Secretary, Glenn Grube – Library Director, Thirza Hyatt, Eric Gauvin, Betsey Bougere, Anne Fitzgerald, Peter Anderson, Mary Suter, Peggy Beauregard – Friends of the Avon Public Library President, and guests Fred Lin and Vince LoPresti.

Absent: Jerry O'Brien and Paula Schwartz.

Approval of Minutes

The Minutes of the Regular Meeting held on September 16, 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 September, 2014. The Board unanimously approved the fiscal report. At month end, the Library had \$252,879 in net assets.

❖ Librarian's Report: Glenn Grube presented the highlights for September 2014 to the Board, noting the following highlights: (i) Carin Salonia was elected as Library Board President and Treasurer Tom Iezzi will be moving out of Avon and as such will need to resign his position later on this fall; (ii) Almost 200 new and renewed Library cards were issued to Avon Middle School and Avon High School students this September after Library staff visited both schools. Additionally, any existing fines were waived for current card holders; (iii) Teen attendance at the Library averaged 60 teens per week day, with even greater attendance on Wednesdays and Fridays. Additional Teen Room staffing would be helpful and both Glenn and Tim have been supervising the outside areas during these hours; (iv) The Children's Department opened an art studio in Storytime Room #1; (v) Reference prepares to introduce Skype tours of area museums with three virtual visits already scheduled for this month; (vi) The Library acquired direct, full-text access to four new local newspapers, including: *Connecticut Post*, *Journal Inquirer*, *New Britain Herald*, and *New Haven Register*; (vii) Online serials check-in has begun to track magazines and periodicals and automatically update the Library's summary holdings in the catalog; (ix) Four new substitute Library Assistants have been hired for the Circulation desk; (x) Avon participated in the Library Passport Program, sponsored by the Connecticut Library Association and in September alone, stamped 35 passports of visitors from out of town; (xi) Avon Day was a big success and the Library had a booth at that celebration; (xii) Glenn followed up with Amy Branch from Avon Girl Scouts pertaining to the issue of room reservations at the Library. This matter was resolved to everyone's satisfaction; (xiii) The Library has implemented a new internet content filtering program so that there is a firewall in the Children's and Teen's Rooms. At some point, the Library Board will need to revise the Internet Policy to reflect this addition; (xiv) Glenn presented data pertaining to 2010-2014 Library engagement and technology use and access to electronic information. This data evidences a slight decrease in patron visits but a growth in computer use and electronic information demands.

❖ Friends of the Avon Library: Peggy Beauregard presented the report on behalf of the Friends of the Avon Library, including the following: (i) The Friends

approved a wish list programming budget of \$8,885 for this fiscal year; (ii) The Annual book sale generated revenues of \$10,420; (iii) The Booktique continues to be successful, raising over \$4,000 since March; and (iv) The Friends' Author Luncheon is scheduled for November 14, 2014 with Author Laura Bradford speaking.

II. New Business.

❖ Board Officers. Carin Salonia informed the Board of Jerry O'Brien's resignation as well as Tom Iezzi's upcoming move from Avon, both of which leaves two Board positions vacant. Additionally, the position of Vice President is vacant and needs to be filled.

❖ Town Budget. Presented by Glenn Grube. The 2015-2016 Budget Request is due October 31st to the Town Manager and this budget shall be presented to Town Council on January 16, 2015. Glenn anticipates a request for approximately \$50,000 for additional personnel (for a part-time reference librarian, a 5 hr. a week Children's Specialist and staff for additional Sunday hours). Additionally, Glenn will seek to modify Leona Mae's status from Secretary 1 to Secretary 2.

III. Old Business.

❖ History Room Policy. Glenn Grube informed the Library Board as to the issues that need resolution prior to a final revision of the History Room Policy. Some outstanding items include agreement between the Library and the Historic Society as to who owns the items in the History Room. This becomes an issue regarding insurance coverage. Additionally, the policy will need to address a uniform standard of service for all volunteers. A final draft of the History Room Policy which will be presented to the Board for comment, revision and approval.

❖ Strategic Plan. Glenn Grube and Carin Salonia presented the Library's new Strategic Plan to the Town Council at its October 2, 2014 meeting. Also present at that meeting were Mary Suter, Eric Gauvin, and Peter Anderson. Glenn shared the Library's power point presentation of its vision and mission with the Town Council. The Town Council was very impressed and everyone agreed that Glenn did an outstanding job presenting the plan on behalf of the Library. The presentation set the stage for the next budget meeting in December 2014. This Strategic Plan was highlighted in two articles, one in *The Hartford Courant* and one in the *Valley News*.

IV. Library Calendar:

1. Friday, October 24th – ACLB Conference at University of Hartford
2. Saturday, November 1st – Opening Ceremonies for *Changing America* exhibit at 1 p.m.
3. Tuesday, November 11th – Library closed for Veteran's Day
4. Tuesday, November 18th – Library Board October Meeting at 7:30 p.m.

V. Adjournment:

The regular monthly meeting of the Board of Directors was thereafter adjourned at approximately 9:30 p.m. by President Carin Salonia.