Avon Public Library BOD Meeting BOD Room, Avon Public Library Date: June 16, 2015

Item	Summary					Disposition
Call to order	Meeting called to order by	the President Carin Salonia at 7:	:05			Quorum = 6
	Attendee	Role	Voting	Present	Absent	9 voting
	Carin Salonia	BOD President	Y	Y		present, 3
	Vince LoPresti	CFO/Treasurer	Y	Y		absent, 1
	Jennifer Shufro	Secretary	Y		Y	tardy
	Glenn Grube	Library Director	N	Y		
	Mary Suter	Past President	Y	Y		
	Anne Fitzgerald	BOD Member	Y	Y		
	Betsy Bougere	BOD Member	Y	Y		
	Eric Gauvin	BOD Member	Y	Y		
	Fred Lin	BOD Member			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	Guest	N	Y		
Review and	 distributed by Glenn Grube. Anne Fitzgerald made motion to accept and 2nd by Betsy Bougere. [Approved] 1. Review and Approval of May Meeting Minutes. Eric Gauvin made a motion to accept the minutes and 2nd by Approved [Approved] 					
Approval of Minutes						
Review and Approval of Treasurer's Report	 Vince LoPresti presented the month of April financials. Vince LoPresti presented the month of May financials. Vince will update the total expense line (for YTD only), which was not adding up correctly for April and May; Vince will send out updated financial summaries for both months. Glenn shared overall projection to end of June. Overall actuals are over budget from budgeted income (Mitnick, Gift, Loss Books income) and some over expense budget line items that are both discretionary and some unexpected (Connecticard) expense. Overall intention to be flat to actuals for next year. Any significant forecasted overage would be presented to the BOD if not included in assumptions driving the fiscal year budget. Paula made a motion to approve April Financials, 2nd by Eric. [Approved] Eric made a motion to approve May Financials, 2nd by Thirza. [Approved] Investment Committee report – 3 CDs matured within the last few months. The values of these CDs were: \$100K, 75K, and 50K, for a total of \$225K. Needing to reinvest these funds, Vince, Fred, Glenn and Carin reviewed Schwab's current CD offerings. The committee decided on purchasing 5 CDs, utilizing a "CD Laddering" technique. Summary of purchase: the 1st year CD (Bank of China) is for \$27K @ .5%, the Year 2 CD is for \$50K @ 1.15%, the Year 3 CD is for \$50K @ 1.6%, the Year 4 CD is for \$50K @ 1.95%, and the Year 5 CD is for \$50K @ 2.3%. CD's for years 2-5 are through AMEX. 					
	New Business					
Librarians Report	1. Glenn shared Librarian's report. Key highlights for May include; Kate Yohn hired as new Children's Specialist and will start work in June; Intern Lauren Lebo will be returning for					

Library Report 1. Annual Literary Luncheon will host Christine Baker Kline for October 8 th 12-3pm Avon Golf Club. Highly regarded author of Orphan Train. 2. August 12 th lice Cream Social has been announced. Amended 2015 Fall intern support by Friends. 9 Yes Amended 2015 Glenn shared the updated calendar for 2015 library hours. Town budget approved (referendum has passed) additional Sunday hours. The Library will open for 8 additional Sundays with 4 in December - 6, 13, 20, 27 th . Paula made a motion to start December 6 th Sundays for 2015 and 2 nd 9 Yes Nully BOD Meeting – Genn shared that traditionally we have not met in July with no BOD meeting in August. Reports will be distributed monthly. Paula made a motion 2 nd by Eric. [Approved] 9 Yes Proposed Fine Anmesty Glenn shared that traditional to implement a Fine Amnesty on "blue moon" – Friday July 31 st – Once in a Blue Moon theme – Town Budget Manager approved (book fines go to town, DVD fines go to library). Anne made a motion to approve, 2 ^m by Betsy. [Approved] 9 Yes Technology Plan Draft 1. Glenn reviewed the final version of the technology plan that is a working document that changes as needs and technology changes. Some of the edits made include; a. Removal of jargon b. Dated action iterns and priority (based on logical flow) c. Added a section that delineates Third Party Support vendors. d. Edited language in the narrative parts e. Request that the inventory be sort and spreadsheet by department, age/timing and plan – NSI (Support vendor) has most of the information in a database which would allow us to query and develop a computer replacement schedule and plan. 9 Dol discussed the				
of our subscriptions from being accessed for over two months. Circulations and e-checkouts were down (about 200) and most likely due to lack of new title distribution. 3. 3. Tech services has been busy with working on the new acquisition module of the library software that catalogues our inventory and purchase order tracking and adjustment to expense line items. 4. 4. Courant articles highlighting veterans and programming 5. Gallery Painting is complete – new lighting has been ordered and poster stands under order. 6. Genand the BOD thanked Mary for her years of service. No vote Library togot and the BOD thanked Mary for her years of service. 1. Annual Literary tuncheon will host Christine Baker Kline for October 8 th 12-3pm Avon Golf Club, Highly regarded author of Orphan Train. 2. August 12 th Ice Cream Social has been announced. 3. Fall intern support by Friends. 9 Yes Amended 2015 Glein shared the updated calendar for 2015 library hours. Town budget approved (referendum has passed) additional Sunday hours. The Library will open for 8 additional Sundays with A in Schedule 9 Yes Not Wetting is scheduled for Wednesday September 16 th . 9 Yes Namesty Glenn shared that traditionally we have not met in July with no BOD meeting in August. Reports will be distributed monthy. Paula made a motion to start December 6 th . 9 Yes Recorder in a Blue Moon theme – Town Budget Manager approved (book fines go to town, DVD fines go to library). Anne made a motion to approved.		Association's annual conference; Introduction to 3D printing program was presented by Bryan Patton. A preservation assistance grant application was submitted to the NEH, requesting funds for preservation needs assessment on the Marian Hunter History		
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Adjournment Motion to adjourn by Paula 2nd by Betsy. Meeting adjourned at 8:45pm per vote 9 yes		4. Eric made a motion to approve and 2 ¹⁰ by Joan. Plan approved.		

Respectfully submitted,

Carin Salonia