

## **Minutes Avon Free Public Library – February 11, 2014**

Board of Directors

Regular Meeting called to order by Mary Suter at 7:30 p.m.

**In attendance:** Mary Suter – President, Peter Anderson – Vice President, Tom Iezzi – Treasurer, Jennifer Shufro – Secretary, Glenn Grube – Library Director, Thirza Hyatt, Eric Gauvin, Carin Salonia, Anne Fitzgerald and Linda Jordano on behalf of the Friends of the Avon Public Library.

Absent: Jerry O'Brien and Paula Schwartz.

### **Approval of Minutes**

The Minutes of the Regular Meeting held on November 19, 2013 were unanimously approved.

### **I. Reports**

❖ **Treasurer's Report:** Tom Iezzi presented a fiscal report focusing on the income and expenses of the Library through the first 7 months of the fiscal year. Net income to date is approximately \$9,700, the majority of which is from gifts and grants.

❖ **Capital Campaign:** The Friends made a direct payment of \$100,000 to the Town of Avon during the expansion and the outstanding pledges are mostly accounted for by the Hartford Foundation for Public Giving grant and the pledge from the Hoffman Family.

❖ **Librarian's Report:** Glenn Grube presented the highlights for both December, 2013 and January 2014 to the Board. For December, Glenn noted the following highlights: (i) John Carlson resigned from the Library's Board of Directors; (ii) fiscal 2015 budget requests were formally presented to the Town Manager (by Glenn and Mary); (iii) the Library's e-book extravaganza was a huge success. The Library held 11 classes and scheduled 28 individual appointments over a three week period to provide assistance with e-books/tablets. Over \$1,000 of new e-content was added to catalog to coincide with these classes; (iv) the Library added a collection of graphic novels for adults; (v) The new Library Page, Noel Silva, began her employ; and (vi) the 2<sup>nd</sup> annual Kids and Teen Holiday Craft Fair was held with 10 children selling their wares and dozens more purchasing gifts. For January, Glenn highlighted the following: (i) the Avon Reads: One Book kickoff occurred and the event drew over 150 people to hear Dr. Nels Highberg discuss *The Immortal Life of Henrietta Lacks*. This event has been a huge success. All lectures are being recorded and are available at the Library website (<http://www.avonctlibrary.info/onebookhenrietalacks.html>); (ii) the Roaming Reader kits, funded by a grant from the Fischer Foundation, became available for loan in the Children's Department; (iii) Sunday hours at the Library resumed, along with the *Sundays at Three* concert series funded by the Friends of Avon Library; (iv) Blu-ray disks and new films were offered in the Children's Department; (v) The new catalog will go live in May with additional features and configurations but the first look at the new catalog (<http://lci-mt.iii.com>) became

available this month; (vi) Leona May Page began work as Glenn's new Secretary, replacing Hollace; (vii) The Library will be hosting a civil rights program in November of 2014.

❖ Friends of the Avon Library: Linda Jordano presented the Friends' Report for January. The Friends' 2014 fundraising will include the Annual Book Sale in October of 2014 as well as a new continuous book sale rack that should be in the Library by March of 2014. This rack will sell books throughout the year and these books will be replenished and changed on a regular basis. The Friends anticipate that this will bring in additional funds. The Friends hope to raise \$7,500 for Library programming. Linda also discussed the fact that membership in the Friends was low and the Friends would like to entice new members to join with various member events.

## **II. New Business** – Presented by Mary Suter.

❖ Board Resignations and Candidates: President Mary Suter informed the Board of several vacancies on the Board that need to be filled and other changes, including (i) Peter Anderson stepped down as the Vice President of the Board but will continue to serve as an active Board member; (ii) Carin Salonia has offered to serve as Vice President of the Board and, after a motion made, seconded and unanimously agreed upon, she will assume the position of Vice President, effective immediately; (iii) John Carlson has resigned from the Board, and his position is open and the Board is actively seeking an additional member to take John's seat. Mary presented a potential candidate, Betsy Bougere, to the Board and the Board will review her candidacy and vote on it prior to the next meeting in March.

❖ Recap of the Town Council Budget Workshop: Glenn and Mary gave a summary of the Town Council Budget meeting that they attended. Also in attendance were Carin Salonia and Peter Anderson. They gave the Board an overview of the meeting, their impressions and ideas for how to effectuate change going forward.

❖ Request for Staff Training Day: Glenn presented to the Board the proposal that the Library be closed on Friday, April 25<sup>th</sup> for in-house training on the new library system slated to go live on May 12<sup>th</sup>, 2014. The Board supports Glenn's recommendation and agreed that the Library should be closed on April 25<sup>th</sup> for this necessary training day.

❖ Libraries Change Lives: Declaration for the Rights to Libraries. Glenn discussed this Declaration drafted by the American Library Association regarding the role of libraries in the community. The Board unanimously approved the Library's endorsement of this document.

## **III. Old Business** – Presented by Mary Suter and Glenn Grube.

❖ Operations and Administration Sub-Committee/Policy Review. The Board voted to adopt the revised drafts of the policies that this sub-committee had previously revised, specifically the Library Behavior Policy and the Library Volunteer Policy. The sub-committee will next address necessary revision to the

Meeting Room Policy and the History Room Policy. The Board will be asked for feedback on the various policy revisions but, going forward, the proposed revisions will not be discussed at the Board meetings.

❖ Strategic Planning Sub-Committee. Carin Salonia updated the Board on the progress being made regarding the Library's strategic plan for 2014. This sub-committee will meet on the 24<sup>th</sup> of February.

#### **IV. Library Calendar:**

1. The Library will be closed on Monday, February 17<sup>th</sup> for President's Day.
2. On Friday, March 14<sup>th</sup>, at 7:00 p.m., the Library will host "A Conversation with the Lacks Family" at the Senior Center.
3. The next meeting of the Board of Directors of the Avon Free Public Library will be held on Tuesday, March 18<sup>th</sup>, 2014 at 7:30 p.m.

#### **V. Adjournment:**

The regular monthly meeting of the Board of Directors was thereafter adjourned at approximately 9:00 p.m. by President Mary Suter.