

minutes

Avon Public Library	
2.9.2010	7:30pm
Avon Library: History Room	
Meeting	Mary Suter
Type of	Monthly meeting
Attendees	Attendees: Mary Suter, President, Ruth Timme, Secretary, Tad Kuziak, Sue McCabe, Barbara Leonard, Friends rep, Virginia Vocelli, Library Director, Tom Iezzi, Treasurer.
Absent	Absent: Jeff Becker, Angela Scott-Henderson, Jeff Ratner, John Healy, Leonard Oremland, Jane Brody
Past minutes	
January Minutes	
Discussion	The minutes of the January 19 meeting were reviewed and approved.
Treasurer's Report	
	Tom Iezzi
Report	<ul style="list-style-type: none"> - Gifts designated for the expansion received in the past 4 years total \$25,568. - \$25,000 will appear as expense to our budget when moved to Expansion
Librarian Report	
	Virginia Vocelli
Circulation	<ul style="list-style-type: none"> o Circulation down slightly for the month. However it is up 3% since July 2009.
Librarian Highlights	<ul style="list-style-type: none"> o Retirement reception for Karen McNulty was great and a true tribute to her. The highlights were a video farewell and song written and performed by members of the Teen Advisory Board. o Amber Lansing, full time library specialist, began running the department on February 1. Upon completion of her MLS degree in April, she will assume the title of Children's Librarian.
Adult Programming	<ul style="list-style-type: none"> o Sunday afternoon music program: 85 people average per concert o Movie Matinees- Popular, 40 people average. o Other programs sponsored through the past month have had a good response.
Miscellaneous	<ul style="list-style-type: none"> o As part of the transition to new formats, many of books on tape were deleted. They will be donated to American librarians for Kenya, a Connecticut-based group. o Several attended mid-winter meeting of American Library Association in Boston. Small but effective conference.
Board of Education	<ul style="list-style-type: none"> o Ginny went to speak to them on 2/9/10. o Audience included parents. Emphasized library's role in educational support for children and working together to make good citizens.

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Friends' Report	
	Barbara Leonard
Discussion	<ul style="list-style-type: none"> o 700 members with donations constant. o Board Approved mid-year wish list items proposed by library staff : \$4,800 o 1. 15" mac pro series laptop \$1,400. 2. Foreign Language CD's 3. ESL Materials. 4. Play always self contained MP3 books. 5. New movie CD's. 6. Tech Processing 4 book trucks for move. \$1,200. 7. Nutmeg book Buffet Program to be sponsored by Children's dept.)
Committee Reports	
Library Committee Update	<ul style="list-style-type: none"> o Mark Nolan and Mary Suter spoke at last town council meeting. Our expansion fundraising is half way to the goal.
Campaign Committee	<ul style="list-style-type: none"> o Materials and Press releases (Lisa House) – Bi-fold with inserts and mailer will soon be available. o February 23- Fund Raising committee meeting at Carmon's (Library room taken) o Steering committee- Was established to manage individual committees of the campaign.
Building Committee	<ul style="list-style-type: none"> o Choosing construction manager. o RFP for Construction manager: 19 submissions, 4 Finalists, - Working on costs/ fees for bid packages.
Temporary Quarters Still	<ul style="list-style-type: none"> o One RFP. 20 Security Drive, 2 floors of 10,000 square feet+ 4,000 sq ft for storage. Library would like to use the first floor.
President's Report	
	Mary Suter
New Business Town Personnel Policy	<ul style="list-style-type: none"> o Board will complete review of Personnel Policy. Electronic vote will be taken.
Calendar	<ul style="list-style-type: none"> o February 23- Avon Library Campaign Committee Meeting- Carmon's (Tuesday, 7 PM) o February 27- Budget Workshops with Town Council (Saturday, 8:30 am) o March 16- Regular Board meeting o April 5- Public Hearing for proposed budget.
Next Board meeting: March 16 at 7:30 pm	