

Avon Public Library BOD Meeting
BOD Room, Avon Public Library
Date: March 21, 2017

Item	Summary	Disposition																																																																						
Call to order	Meeting called to order by Carin Salonia at 7:02pm. Fred Lin arrived after review/approval of agenda and meeting minutes	Quorum = 6																																																																						
	<table border="1"> <thead> <tr> <th data-bbox="345 390 678 422">Attendee</th> <th data-bbox="678 390 992 422">Role</th> <th data-bbox="992 390 1117 422">Voting</th> <th data-bbox="1117 390 1242 422">Present</th> <th data-bbox="1242 390 1367 422">Absent</th> </tr> </thead> <tbody> <tr> <td>Carin Salonia</td> <td>BOD President</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Vince LoPresti</td> <td>CFO/Treasurer</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Betsy Bougere</td> <td>Secretary</td> <td>Y</td> <td></td> <td>Y</td> </tr> <tr> <td>Glenn Grube</td> <td>Library Director</td> <td>N</td> <td>Y</td> <td></td> </tr> <tr> <td>Peter Anderson</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Richard Bunnell</td> <td>BOD Member</td> <td>Y</td> <td></td> <td>Y</td> </tr> <tr> <td>Anne Fitzgerald</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Eric Gauvin</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Fred Lin*</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Amee Mody</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Jennifer Shufro</td> <td>BOD Member</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Paula Schwartz</td> <td>BOD Member</td> <td>Y</td> <td></td> <td>Y</td> </tr> <tr> <td>Joan Reiskin</td> <td>Friends of the Library</td> <td>Y</td> <td>Y</td> <td></td> </tr> </tbody> </table>	Attendee	Role	Voting	Present	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		Fred Lin*	BOD Member	Y	Y		Amee Mody	BOD Member	Y	Y		Jennifer Shufro	BOD Member	Y	Y		Paula Schwartz	BOD Member	Y		Y	Joan Reiskin	Friends of the Library	Y	Y		9 voting present
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	Review and Approvals																																																																							
Review and Adoption of Agenda	Carin opened with a request for motion to adopt the Agenda for the meeting as distributed. Peter made motion to accept and 2 nd by Jennifer. Glenn proposed an edit to the agenda for New Business to include Alcohol Waiver and Executive Session for report of a Personnel issue. [Approved]	8 Yes 1 tardy																																																																						
Review and Approval of February Meeting Minutes	Peter moved to accept and 2 nd by Anne .[Approved]	8 Yes 1 tardy																																																																						
Review and Approval of Treasurer's Reports	<p>February Report (8 months Jul-February 2017)</p> <p>Income highlights: Total Income YTD \$91,025, including \$12,483 in Mitnick income and \$447 in gift income. Total Expense YTD \$67,472: Technology expense of \$3,367, copier expenses YTD about \$1,868 over budget. Net Income YTD favorable by \$12,677.</p> <p>Last month we expensed \$41,595 for RFID system which was funded out of the expansion fund as planned during the capital campaign.</p> <p>Jennifer made motion to accept the February Treasurer's report and 2nd by Amee. [Approved]</p>	9 Yes																																																																						
	New Business																																																																							
Librarian's Report	<p>Highlights for February</p> <p>RFID equipment purchased and secured. Currently renting for 3 months a conversion system to support the transition. In February we tagged over 12,000 books (10% of collection) anticipate close to ½ way complete in 3 month lease.</p> <p>Jess won the CLA Publicity Award for the Electronic Media: Video category for the "Imagine.." White Room video she produced. An announcement will be made for the White Room use by the public.</p>	No Vote																																																																						

	<p>Qello, a new streaming service that provides music and video options. First library in the state to use – 20 unique users who downloaded 121 videos. Suggestion to add a marketing flier in arts and culture weekends.</p> <p>New 3D Printer received and staff have received training.</p> <p>As a follow up to last BOD meeting suggestion to add a Notary to the library. Notary Services in town are available, however Town Attorney and Manager are not convinced of the business case for the library to institute a Notary. The BOD was in general agreement we will not pursue the suggestion.</p>	
Friends of the Library Report	<p>Joan outlined the planning of activities by the Friends.</p> <p>A complaint was made to the Fire Marshall regarding space in last concert. At the last concert after the 150 seats are filled the doors will be closed and no additional attendees will be allowed in.</p> <p>Membership program continues.</p> <p>May 12th Wine and Cheese reception for Members.</p>	No Vote
CLA Letter Writing	<p>Glenn shared an update and copy of a letter he wrote to the CT legislature’s appropriations committee regarding the current budget proposal by the Governor. Glenn will supply the BOD w/ Bill information and encouraged all BOD members to join a letter writing campaign in support of retaining the funding for Libraries.</p> <p>Please send letters between 18-25th.</p>	
Volunteer Appreciation Luncheon	<p>Glenn shared with the BOD that a sizable donation in memory of donor’s mother was made. The donor requested the monies be used to recognize the volunteers of the Library. Glenn will work on the logistics of the recognition lunch and target mid-end April. FYI - National Volunteer Recognition Week is April 23-29th.</p>	
Request for Alcohol Waiver	<p>Glenn requested an Alcohol Waiver on behalf of Friends of Avon Library for their May 12th Member Appreciation Event. Motion to approve by Peter second by Eric. [Approved]</p>	9 Yes
Marketing Sub Committee Meeting	<p>Scheduled for Wednesday March 23rd, 6:30pm – 7:30pm.</p>	
Old Business		
Website Update	<p>The White Room video was shared with the BOD. The video is staged on our website and once we open the room will be launched accordingly. Eric provided a demo of some of the functionality of the current design, and is now in the coding mode. After coding mode, the content authoring mode will follow. More updates at our next meeting.</p>	No Vote
Town Budget Request for 2017-18	<p>Town Council is meeting tonight. Will hear tomorrow on the status of the submitted budget.</p>	No Vote
Adjournment	<p>Anne moved to accept the motion to adjourn the meeting and 2nd by Fred. (Approved) Meeting adjourned at (8:47) pm per vote</p>	9 Yes

Respectfully submitted by Jennifer Shufro March 21, 2017