

**Avon Public Library BOD Meeting**  
**BOD Room, Avon Public Library**  
**Date: September 20, 2016**

Item	Summary					Disposition																																																																	
Call to order	Meeting called to order by Carin Salonia at 7:01pm					Quorum = 6																																																																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Attendee</th> <th style="width: 20%;">Role</th> <th style="width: 10%;">Voting</th> <th style="width: 10%;">Present</th> <th style="width: 10%;">Absent</th> </tr> </thead> <tbody> <tr> <td>Carin Salonia</td> <td>BOD President</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Vince LoPresti</td> <td>CFO/Treasurer</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Betsy Bougere</td> <td>Secretary</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">N</td> <td style="text-align: center;">Y</td> </tr> <tr> <td>Glenn Grube</td> <td>Library Director</td> <td style="text-align: center;">N</td> <td></td> <td></td> </tr> <tr> <td>Peter Anderson</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Richard Bunnell</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Anne Fitzgerald</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Eric Gauvin</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Fred Lin</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Jennifer Shufro</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Paula Schwartz</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> <tr> <td>Joan Reiskin</td> <td>Friends of the Library</td> <td style="text-align: center;">Y</td> <td></td> <td></td> </tr> </tbody> </table>					Attendee	Role	Voting	Present	Absent	Carin Salonia	BOD President	Y			Vince LoPresti	CFO/Treasurer	Y			Betsy Bougere	Secretary	Y	N	Y	Glenn Grube	Library Director	N			Peter Anderson	BOD Member	Y			Richard Bunnell	BOD Member	Y			Anne Fitzgerald	BOD Member	Y			Eric Gauvin	BOD Member	Y			Fred Lin	BOD Member	Y			Jennifer Shufro	BOD Member	Y			Paula Schwartz	BOD Member	Y			Joan Reiskin	Friends of the Library	Y			9 voting present 1 arrived during Treasurer's report
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<b>Review and Approvals</b>																																																																							
Review and Adoption of Agenda	Carin Salonia opened with a request for motion to adopt the Agenda for the meeting as distributed. Peter made motion to accept and 2 <sup>nd</sup> by Fred. [Approved]					9 Yes																																																																	
Review and Approval of June Meeting Minutes	<p>Review and Approval of June Minutes</p> <p>2 edits to the meeting minutes to strike "West Hartford and Manchester have large backlogs and correction of spelling "Moody" to "Mody"</p> <p>Joan moved to accept and 2<sup>nd</sup> by Richard. [Approved]</p>					9 Yes																																																																	
Review and Approval of Treasurers Reports	<p>July Report</p> <p>Income highlights: total income, over budget \$21,409 due to gift income, not Mitnick ("good guy!").</p> <p>Expenses: total expenses, under \$2,198 due to being under for Equipment and Technology and Programming. Unexpected grant income mostly expended under NEH Grant Expenses</p> <p>Net income budgeted \$3,111, surplus of \$10,452, total assets \$266,407, YTD interest \$1,164</p> <p>Anne moved to accept the July Treasurers report and 2<sup>nd</sup> by Paula (Approved)</p> <p>August report</p> <p>Income highlights: Gift income budget \$3,333 YTD under \$1,866, Prior year surplus of \$10,000 goes into next year's deficit to keep a balanced budget, move to 16/17 budget</p> <p>Expenses; under budget by \$1,122 due to gifts,</p> <p>Net Income: \$2,445 which is consistent with previous years.</p>					10 Yes																																																																	

	Richard moved to accept the August Treasurers report and 2 <sup>nd</sup> by Jen (Approved)	
	<b>New Business</b>	
Librarian's Report	<p>Highlights:</p> <ol style="list-style-type: none"> <li>1. It was a great summer for the library</li> <li>2. Updates on geothermal, air conditioning worked all summer – <ol style="list-style-type: none"> <li>a. still working on determining the cause of the problem with the geothermal systems, conducting soil tests, keeping the town public works informed</li> <li>b. sending a tolling agreement to extend the statute of limitations in case the library needs to litigate</li> <li>c. no estimate as to when this will be resolved (perhaps years, one or two)</li> </ol> </li> <li>3. Statewide delivery system is still a problem</li> <li>4. Many staff reassignments, mostly promotions, lots of shifting around</li> <li>5. Library usage statistics are good, refer to handout</li> <li>6. White room is progressing well with improvements continuing</li> <li>7. History room is benefiting from NEH grant, new shelving, moving documents out of file cabinets and into archival boxes</li> <li>8. Glenn is the new VP of the CT Library Association</li> <li>9. Tina Panik will be planning the 2018 annual conference, with attendance at the conference estimated at about 1000</li> </ol>	No Vote
Friends of the Library Report	<p>Book fair sponsored by Barnes &amp; Noble using stickers on the books 10% of purchases go to the Friends, which is as of tonight, still happening online. Will end the 22nd. Total proceeds unknown as of now.</p> <p>Winter Music Series has been planned by Peter. The Friends provides the refreshments. A handout was distributed</p> <p>Book sale will be Oct. 14-16. All types of books are accepted.</p> <p>Author luncheon with Paula McLain is scheduled for November 4th at the North House. Approximately 2/3 sold out.</p>	No Vote
Board Vacancy	Motioned by Peter seconded by Paula to accept Ameer Mody to the board, board voted to approve.	10 Yes
Proposed 2017 Holiday/Weekend Schedule	<p>See handout. For Veteran's Day, Library is aligning with the Town's schedule. Full closing instead of half day for Christmas and New Year Eves due to being on Sundays.</p> <p>Anne Moved to accept and 2<sup>nd</sup> by Peter, Approved</p>	10 Yes
Proposed 2017 BOD Meeting Dates	<p>See handout. Normal 3rd Tuesdays. April may move due to Passover. December may need to move for Chanukah.</p> <p>Anne Moved to accept and 2<sup>nd</sup> by Peter, Approved</p>	10 Yes
ACLB Leadership Conference	BOD members may sign up to attend. Date of conference conflicts with the Friend's Author Luncheon. Let Glenn know if you want to attend	No vote
	<b>Old Business</b>	
Website	Eric presented wireframes and rough design concepts. Next steps is continued development with user testing/usability sometime in the next 4-6 weeks.	No Vote
Security Camera Policy	Glenn reviewed the policy and touched on some details. Jen proposed some edits which she will email and the board will vote electronically or next meeting.	No Vote
Adjournment	Peter moved to accept the motion to adjourn the meeting and 2 <sup>nd</sup> by Fred. (Approved) Meeting adjourned at 8:45 pm per vote, all approved.	10 Yes

Respectfully submitted, by Eric Gauvin 9/20/2016