

Avon Public Library ANNUAL Meeting
BOD Room, Avon Public Library
Date: October 17, 2017

| Item | Summary | | | | | Disposition | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Call to order | Meeting called to order by the President, Carin Salonia at 6:40 | | | | | Quorum = 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Attendee</th> <th>Role</th> <th>Voting</th> <th>Present</th> <th>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>Fred Lin</td><td>Vice 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>Y</td><td></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>Anne Fitzgerald</td><td>BOD Member</td><td>Y</td><td></td><td>Y</td></tr> <tr><td>Eric Gauvin</td><td>BOD Member</td><td>Y</td><td>Y</td><td></td></tr> <tr><td>Dave Howe</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></td><td>Y</td></tr> <tr><td>Jennifer Shufro</td><td>BOD Member</td><td>Y</td><td>Y</td><td></td></tr> <tr><td>Joan Riskin</td><td>Friends of the Library</td><td>Y</td><td></td><td>Y</td></tr> <tr><td>Margaret Tilney</td><td>Guest</td><td>N</td><td>Y</td><td></td></tr> </tbody> </table> | Attendee | Role | Voting | Present | Absent | Carin Salonia | BOD President | Y | Y | | Fred Lin | Vice 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 | | Anne Fitzgerald | BOD Member | Y | | Y | Eric Gauvin | BOD Member | Y | Y | | Dave Howe | BOD Member | Y | Y | | Amee Mody | BOD Member | Y | | Y | Jennifer Shufro | BOD Member | Y | Y | | Joan Riskin | Friends of the Library | Y | | Y | Margaret Tilney | Guest | N | Y | | | 8 voting present |
| Attendee | Role | Voting | Present | Absent | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Carin Salonia | BOD President | Y | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fred Lin | Vice 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 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Anne Fitzgerald | BOD Member | Y | | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Eric Gauvin | BOD Member | Y | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dave Howe | BOD Member | Y | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Amee Mody | BOD Member | Y | | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jennifer Shufro | BOD Member | Y | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Joan Riskin | Friends of the Library | Y | | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Margaret Tilney | Guest | N | Y | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Review & Adoption of Agenda | Carin Salonia opened with a request for motion to adopt the Agenda for the meeting as distributed by Glenn Grube. Peter Anderson made motion to accept, 2 nd by Fred Lin. [Approved] | | | | | 8 Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Review and Approval of Treasurer's Reports | <p>Vince LoPresti presented the 990 Report by Carney, Roy and Gerrol, P.C. for the period 7/1/16 – 6/30/17</p> <p>Net assets in the current year were \$412,630 vs \$454,614 in the prior year, largely impacted by a \$42,000 expenditure for the RFID system in the current year.</p> <p>Jennifer made a motion to approve the 990 report by Carney, Roy and Gerrol, P.C. for the period 7/1/16 – 6/30/17, with validation and amendment that Betsy Bougere acted as Secretary during this period, 2nd by Dave Howe (Approved)</p> | | | | | 8 Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Review and Approval of the proposed 2017-18 Mitnick Budget | <p>Glenn reviewed the Sept 2016 and YTD (Jul-Sept 2017) actual Mitnick expenses and 2017 proposed budget. Highlights of the 2017-2018 proposal include:</p> <p><u>Ordinary Income:</u> Assumes \$60,000 from Mitnick, \$20,000 in gift income, \$0 prior year surplus, \$0 National Endowment for the Humanities Grant, and \$0 One Book project grant (the One Book Program will not be held in 2017-2018). Total Proposed Ordinary Income is \$101,000 or 20% under prior year, but is realistic given the new year's plan.</p> <p><u>Expenses:</u> Total Proposed Mitnick Expenses are \$59,200 or 6% over prior year actual. \$30,000 is proposed for Equipment Technology, 50% of which goes to our desktop and server support service. Under Other Expenses, Glenn noted that \$4,500 is listed as Connecticut expense is income previously received which we are required by the state to spend.</p> <p>The 2017-2018 proposed budget reflects expenses essentially flat to income. However, the Board discussed additional significant technology expenses anticipated in the coming year (a new server, a back-up server, upgrades including Windows 10). The 2016-2017 budget had closed with \$20,685 favorable in Ordinary Income.</p> | | | | | 8 Yes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>Jennifer Shufro made a motion to amend the Proposed 2017-2018 budget by the move of \$20,000 into the 2017-2018 into the Technology Capital Account to support these significant expenses, 2nd by Eric Gauvin. (Approved)</p> <p>Dave Howe made a motion to accept the 2016-2017 Budget Report and the proposed 2017-2018 Mitnick Budget as amended above, 2nd by Peter Anderson (Approved)</p> | |
| | New Business | |
| <p>Librarian's Annual Report</p> <p>Board Highlights 2016-17</p> | <p>The BOD congratulated Glenn and his staff on another successful year! With improvements and creative innovations in programs, policies, the facility, outreach to the community and key partners, and fulfilling many the strategic plan goals with outcomes supported by statistics, it was an impactful year. These are summarized in the published Annual Town Report.</p> <p>Glenn submitted a comprehensive list of Board Highlights including</p> <ul style="list-style-type: none"> • Changes to Board Membership and the appointment of Fred Lin as Vice-President; the sad loss of Richard Bunnell two years into his term. • Amendment of the Security Camera Policy and approval of funds to improve hardware • Support for the development and launch of the new website with tireless support from Eric Gauvin • Correspondence to legislators advocating retaining state and federal funding for Library services • Formed a Strategic Planning sub-committee and launched the development of the next 5 year plan with a July Board meeting dedicated to setting the strategic agenda • Design and production of a marketing brochure about the benefits of having a library card that was mailed to 1700 households that do not hold a card • Attended the Volunteer Appreciation luncheon and several attended the Association of Connecticut Library Boards' annual Leadership Conference in November | |
| Adjournment | <p>Motion to adjourn by Peter Anderson, 2nd by Fred Lin. (Approved)</p> <p>Meeting adjourned at 7:15 pm per vote</p> | 8 yes |

Respectfully submitted, Betsy Bougere, November 6, 2017