

Avon Free Public Library Board of Directors Meeting

Location	281 Country Club Rd, Avon, CT 06001, Board Room, 2nd Floor
Date	9/25/2018

Attendance

Present	Name	Role
<input checked="" type="checkbox"/>	Carin Salonia	President
<input checked="" type="checkbox"/>	Fred Lin	Vice President
<input checked="" type="checkbox"/>	Eric Gauvin	Secretary
<input checked="" type="checkbox"/>	Peter Anderson	BOD Member
<input type="checkbox"/>	Betsy Bougere	BOD Member
<input type="checkbox"/>	Anne Fitzgerald	BOD Member
<input checked="" type="checkbox"/>	Dave Howe	BOD Member
<input checked="" type="checkbox"/>	Amee Mody	BOD Member
<input type="checkbox"/>	Jennifer Shufro	BOD Member
<input checked="" type="checkbox"/>	Margaret Tilney	BOD Member
<input checked="" type="checkbox"/>	Joan Reiskin	Friends of the Library
<input checked="" type="checkbox"/>	Glenn Grube (non-voting)	Director

Item	Summary
Review and Adoption of Agenda	Carin Salonia opened with a request for motion to adopt the Agenda for the meeting as distributed.
Moved	Peter Anderson
Seconded	Fred Lin
In Favor	8
Opposed	0
Abstained	0

Review and Approval of June Meeting Minutes	Carin Salonia requested for motion to approve the June Meeting Minutes as distributed. Minor edits were noted.
Moved	Dave Howe
Seconded	Amee Mody
In Favor	7
Opposed	0
Abstained	1
Review and Approval of July Meeting Minutes	Carin Salonia requested for a motion to approve the July Meeting Minutes as distributed. Minor edits were noted.
Moved	Margaret Tilney
Seconded	Dave Howe
In Favor	7
Opposed	0
Abstained	1

Review and Approval of Treasurer’s Reports for July and August

Carin introduced the financials as interim Treasurer with the resignation of Vince Lopresti as he takes on a new role with a company located in Boston.

Current YTD financials for the month of July and August 2018 were reviewed with the BOD. YTD budget vs. Actual of the new fiscal year show actual income to date \$70,875 vs. budget of \$21,396 for a positive income variance of \$49,480. Key drivers for the positive income variance include income exceeding expectations for Mitnick fund with a “true up” reconciliation of \$41,973 and a very generous anonymous Gift of \$10,000.

Expense YTD actuals of \$15,976 vs. budget of \$17,275 for a positive expense variance of (1,299) is as a result of underspending in some accounts notably Collection and Professional Development, Administrative Services and Fees, while expenses exceeding YTD budgets include Programming, Copier and Gifts. In addition, an expense credit noted in the Friends Charge account reflects money raised and given to the library for programming event. Some of the programming highlights include; Friday Film Series, Indian Fashion Show, Bill of Rights Program, Popularity of Alexander Haig, Social Meeting and the INGNIGHT program other expenses support supplies and refreshments for various activities and functions.

The Month End Balance was also reviewed for Checking (\$155,625), Money Market (20,919), Technology Account (29,631) and Schwab (\$125,450). All balances reconcile to statements.

Carin Salonia requested for motion to approve the June Meeting Minutes as distributed.

Moved	Peter Anderson
Seconded	Fred Lin
In Favor	8
Opposed	0
Abstained	0

New Business

Item	Summary
Librarian's Report – Glenn	<p>Glenn explained that we had a great summer and celebrated the 25,000th Farmers Market customer. The summer reading program was also successful with 16,853 books read. The summer intern, Jack Clonan, was helpful for a second year. Other programs included: digital boot camp, coding for kids, and I.G.N.I.T.E. Congresswoman Esty nominated the library for National Medal for Museum and Library Service. Jess was busy installing new computers and monitors in the computer lab. The 3D printer capabilities are expanding. The library is hiring some new subs and personnel reference, children's and teens. "Celebrate Avon" will take place in November at Thompson Brook School. Wednesday's extended hours attendance continues to increase. Another heat pump in the geothermal heating system has failed (provides heating and cooling for the teen room). The library will be closed on Oct. 8th in observance of Columbus Day. The next library board meeting will be on Oct. 16th at 7pm.</p>
Friends of the Library Report – Joan	<p>The Friends are having their membership drive. The children's program is on October 6th. The Friends of the Library will have their book sale Oct. 12-14. On Oct. 27th the Friends will host their author luncheon with Elin Hillerbrand who has written popular books about Nantucket.</p>
Approval of 2019 Library Calendar	<p>Glenn presented the 2019 schedule. There were no questions or comments.</p>
Moved	<p>Dave Howe</p>
Seconded	<p>Joan Reiskin</p>
In Favor	<p>8</p>
Opposed	<p>0</p>
Abstained	<p>0</p>

Approval of 2019 Library Board meeting dates	Glenn presented the 2019 Library Board Meetings schedule. The Board decided to hold the April board meeting on April 23 because Glenn will be on vacation.
Moved	Margaret Tilney
Seconded	Amee Mody
In Favor	8
Opposed	0
Abstained	0
ACLB 2018 Trustee Leadership Conference, Nov 2nd	The ACLB 2018 Trustee Leadership Conference will be held Nov. 2nd at University of Hartford. Board members need to notify Glenn if they are interested in attending.
Proposed bylaw revisions	Glenn presented some edits to the AFPL Bylaws that Glenn worked on with Fred and Carin. Glenn drew attention to some of the key changes for the board to discuss. Glenn will send out another copy with the current edits incorporated. The board will have another month to review the Bylaws before voting at the next board meeting.
Proposed MOU between the Library and Friends	One of the outcomes of the strategic planning process was a recommendation to draft a “Memo of Understanding” (MOU). This was not precipitated by a problem or conflict between the Library and the Friends and of any kind. An MOU is considered a best practice for stating an operating agreement between the Board and the Friends of the Library.
Adjournment	Time: 8:28
Moved	Margaret Tilney
Seconded	Amee Mody
In Favor	8

Opposed	0
Abstained	0