

Avon Public Library BOD Meeting
BOD Room, Avon Public Library
Date: April 23, 2019

Item	Summary					Disposition																																																																																
Call to order	Meeting called to order by Carin Salonia at 7:00 pm.					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>Eric Gauvin</td> <td>BOD Vice President</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Fred Lin</td> <td>BOD Treasurer</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>Betsy Bougere</td> <td>BOD 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>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>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>Margaret Tilney</td> <td>BOD Member</td> <td>N</td> <td></td> <td>Resigned</td> </tr> <tr> <td>Joan Reiskin</td> <td>Friends of the Library</td> <td>Y</td> <td>Y</td> <td></td> </tr> <tr> <td>LeonaMae Page</td> <td>Clerk</td> <td>N</td> <td></td> <td>Y</td> </tr> <tr> <td>Nicole Nunziata</td> <td>Guest</td> <td>N</td> <td>Y</td> <td></td> </tr> <tr> <td>Shanna Keller Ogawa</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		Eric Gauvin	BOD Vice President	Y	Y		Fred Lin	BOD Treasurer	Y	Y		Betsy Bougere	BOD Secretary	Y	Y		Glenn Grube	Library Director	N	Y		Peter Anderson	BOD Member	Y	Y		Anne Fitzgerald	BOD Member	Y		Y	Dave Howe	BOD Member	Y	Y		Amee Mody	BOD Member	Y	Y		Jennifer Shufro	BOD Member	Y	Y		Margaret Tilney	BOD Member	N		Resigned	Joan Reiskin	Friends of the Library	Y	Y		LeonaMae Page	Clerk	N		Y	Nicole Nunziata	Guest	N	Y		Shanna Keller Ogawa	Guest	N	Y						#9 voting present
Attendee	Role	Voting	Present	Absent																																																																																		
Carin Salonia	BOD President	Y	Y																																																																																			
Eric Gauvin	BOD Vice President	Y	Y																																																																																			
Fred Lin	BOD Treasurer	Y	Y																																																																																			
Betsy Bougere	BOD Secretary	Y	Y																																																																																			
Glenn Grube	Library Director	N	Y																																																																																			
Peter Anderson	BOD Member	Y	Y																																																																																			
Anne Fitzgerald	BOD Member	Y		Y																																																																																		
Dave Howe	BOD Member	Y	Y																																																																																			
Amee Mody	BOD Member	Y	Y																																																																																			
Jennifer Shufro	BOD Member	Y	Y																																																																																			
Margaret Tilney	BOD Member	N		Resigned																																																																																		
Joan Reiskin	Friends of the Library	Y	Y																																																																																			
LeonaMae Page	Clerk	N		Y																																																																																		
Nicole Nunziata	Guest	N	Y																																																																																			
Shanna Keller Ogawa	Guest	N	Y																																																																																			
Review and Approvals																																																																																						
Review and Adoption of Agenda	<p>Carin Salonia opened with an introduction of two guests, Nicole Nunziata and Shanna Keller Ogawa who are observing the Board meeting.</p> <p>Carin requested a motion to adopt the Agenda. Eric moved to accept and 2nd by Jennifer. (Approved)</p>					#9 Yes																																																																																
Review and Approval of March Meeting Minutes	<p>Review and Approval of March minutes. Peter Anderson and Nicole Nunziata made several recommendations for edits to the minutes.</p> <p>Peter moved to accept the minutes as verbally amended and 2nd by Joan. Betsy abstained as she was absent from the last meeting. (Approved)</p>					#8 Yes # 1 Abstain																																																																																
Review and Approval of Treasurers Reports	<p>Fred reviewed the financial activity for the month of March. Highlights include;</p> <p>Income for the month of March was \$1,918 and YTD actuals \$127,065 vs. YTD budgeted income of \$114,163. Significant variance in income YTD +\$12,902 includes more than expected gift income and Mitnick "true up".</p> <p>Overall expense for the month of March was \$6,537 and YTD actuals \$77,290 vs. \$101,090 budgeted. Significant variance in expense YTD includes underspending (timing/plans) for Mitnick expense line items (- \$23,624) and Connecticard expense (-\$4,700). All budgets/expense plans continue to be in line with overall budget. Fred expects spending will be in closer alignment with budgeted expense by the end of the fiscal year.</p> <p>Dave moved to accept the Treasurers report into record, 2nd by Eric. (Approved)</p> <p>Fred provided an overview of the current AFPL cash management structure with detail on the bank and brokerage accounts. He proposed two improvements to the current structure in line with the Library's Capital Planning strategy.</p>					#9 Yes																																																																																

	<p>1. Invest the principal portion of the proceeds from the CD due to mature in June 2019 in U.S. Treasury obligations or an FDIC insured CD with a maturity date in 2021. Carin requested a motion to approve this request; Peter so moved, 2nd by Dave. (Approved)</p> <p>2. Invest the principal portion of proceeds from the CD due to mature in September 2019 in U.S. Treasury obligations or an FIDC Insured CD with a maturity date in 2024. The Investment Committee will review specific investment choices for this CD prior to September. Carin requested a motion to approve this request; Ameer so moved, 2nd by Jennifer (Approved)</p> <p>Upcoming expenses for the computer server will be covered by the Technology Capital account, and expenses for needed room improvements and upholstery replacement will be covered by a Money Market Account, which offers negligible interest.</p>	<p>#9 Yes</p> <p>#9 Yes</p>
	New Business	
Librarian's Report	<p>Highlights:</p> <ol style="list-style-type: none"> 1. The Literacy Boat, docked in the Children's Room, provides a whimsical and educational exhibit for pre-school age children. 2. Following success of the Data Visualization class, two new series of computer classes on SQL and Power BI are planned. These are taught by Love Bajpai who has offered his services pro-bono. 3. 12 new iPads are ready to circulate to the public and be used by staff in programming and classes. 4. March's Gallery exhibit featuring works by Avon High School students was featured in the Hartford Courant. 5. New State representative, Leslie Hill, visited the Library for a tour 6. Glenn testified in favor of library funding at the General Assembly's Appropriations Committee public hearing. 7. Representatives of 12 early childhood centers from the Farmington Valley came to our first ever Preschool Fair. 8. Glenn attended the Avon Public School's Career Fair on 3/27. He met with over 100 middle and high school students to talk about careers in libraries, and to remind students that the Library is a great resource for career planning, or job search. 9. The Book Buddies sessions for teens and young children was a great success. 	No Vote
Friends of the Library Report	There had not been a Friends meeting, thus nothing new to report.	No Vote
Board Member Resignation	<p>Margaret Tilney has resigned from the Board effective immediately. We currently have two BOD member openings. The BOD can range from 10 to 12 members.</p> <p>Anne Fitzgerald will leave the Board in June, due to the bylaws limit of two 3 year terms.</p>	No Vote
Election of new Board Member	Carin expressed appreciation for Nicole and Shanna's interest in joining the Board. She will look forward to their decisions.	No Vote
Board Member Remarks	<p>We should review the by-laws requirement for Board member term limits to assess options for more flexibility.</p> <p>Kari Ann is looking at buying blue carpet for the boat</p> <p>Cybersecurity will be a future agenda topic</p> <p>Glenn encouraged BOD members to attend the May 6 Town Meeting (7:00pm) discussion of the budget and to vote on May 15 on the Town Budget Referendum.</p> <p>Glenn has a meeting with the Town DPW staff and our HVAC system consultant on a new system. He will request town support for supplemental air conditioning during the summer.</p>	
	Old Business	

Review Response to Patron Complaint	Glenn briefed the Board on the review of relevant library policies and practices, American Library Association guidance and other regulations to respond to Dr. Chen’s request to block access to video games and social media in the Teen Room for teens under 18. Glenn has had several conversations with Dr. Chen. The BOD expressed gratitude to him for raising his concern. The next step will be for the Administration/Operations committee team to meet on 4/25 to discuss and develop a response.	No Vote
Strategic Plan Update	Due to time constraints, discussion of the Strategic Plan was moved to allow 45 minutes on the May agenda. Glenn will resend the Board accountabilities for plan items.	No Vote
Adjournment	Fred moved to adjourn the meeting and 2 nd by Jennifer. (Approved) Meeting adjourned at 8:30 pm per vote.	#9 Yes

Respectfully submitted, Betsy Bougere, Secretary

2019 04 23 AFPL BOD minutes