

**Avon Public Library BOD Meeting**  
**BOD Room, Avon Public Library**  
**Date: October 15, 2019**

Item	Summary	Disposition																																																																											
Call to order	Meeting called to order by Carin Salonia at 6:50 pm.	Quorum = 6																																																																											
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Attendee</th> <th style="text-align: left;">Role</th> <th style="text-align: center;">Voting</th> <th style="text-align: center;">Present</th> <th style="text-align: center;">Absent</th> </tr> </thead> <tbody> <tr> <td>Carin Salonia</td> <td>BOD President</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Eric Gauvin</td> <td>BOD Vice President</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Fred Lin</td> <td>BOD Treasurer</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Betsy Bougere</td> <td>BOD Secretary</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Glenn Grube</td> <td>Library Director</td> <td style="text-align: center;">N</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Peter Anderson</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Dave Howe</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Amee Mody</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Jennifer Shufro</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Nicole Nunziata</td> <td>BOD Member</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>Joan Reiskin</td> <td>Friends of the Library</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Donna Gianini</td> <td>Potential new BOD Member</td> <td style="text-align: center;">N</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Beth Dance</td> <td>Potential new BOD Member</td> <td style="text-align: center;">N</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>LeonaMae Page</td> <td>Clerk</td> <td style="text-align: center;">N</td> <td style="text-align: center;">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		Dave Howe	BOD Member	Y	Y		Amee Mody	BOD Member	Y	Y		Jennifer Shufro	BOD Member	Y	Y		Nicole Nunziata	BOD Member	Y	N	Y	Joan Reiskin	Friends of the Library	Y	Y		Donna Gianini	Potential new BOD Member	N	Y		Beth Dance	Potential new BOD Member	N	Y		LeonaMae Page	Clerk	N	Y		#9 voting present
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<b>Review and Approvals</b>																																																																													
Review and Adoption of Agenda	Carin Salonia opened at 6:50 pm. Fred Lin moved to adopt the agenda. Peter Anderson seconded.	#9 Yes																																																																											
Review and Approval of September Meeting Minutes	Review and Approval of September minutes. It was suggested in the future that any edits to the minutes of a prior meeting be sent to Glenn, Carin and Betsy prior to the current meeting so that we can speak to those edits in this discussion and assure that we document them. . Peter Anderson moved to accept the minutes. Dave Howe seconded. (Approved)	#8 Yes 1 Abstention																																																																											
Review and Approval of Treasurer's Reports	<p>Fred Lin reviewed the financial activity for the month of September. Highlights include:</p> <ul style="list-style-type: none"> <li>• Income for the month of September \$5,217 including \$3,459 in gifts. YTD actuals \$48,860 vs. YTD budgeted income of \$24,252. The positive overage in income was the result of contribution from the Mitnick Trust that significantly outperformed our expectations.</li> <li>• Expenses for the month of September were \$5,765. YTD actuals \$27,101 vs YTD budgeted expenses of \$29,450.</li> <li>• \$20,000 has been moved from the main operating account to the tech capital account.</li> <li>• A Morgan Stanley CD was purchased in the amount of \$50,000 at a rate of 1.95% in our Schwab account ending 3902.</li> <li>• Fred Lin spoke about the Mitnick Trust and explained that the Library is one of its beneficiaries.</li> </ul> <p>Peter Anderson moved to accept the Treasurer's report. Eric Gauvin seconded. (Approved)</p>	#9 Yes																																																																											
<b>New Business</b>																																																																													
Librarian's Report	<p>Highlights for September 2019</p> <ul style="list-style-type: none"> <li>• Becky Bridges resigned her position as Library Technician in Circulation to take a full-time job.</li> <li>• The Library Technician (16 hours/week) will now report to Jessica Noble in Technical Services and the job will primarily be a technical one, working on maintaining infrastructure and teaching technology at the library.</li> <li>• Teen 4G after school program resumed, with 316 local teens signing up to participate in the first month.</li> </ul>	No Vote																																																																											

	<ul style="list-style-type: none"> <li>• Our new server, with three redundant backup methods, is installed, configured, and fully operational</li> <li>• Tina was invited to present at the October Reference Roundtable on Avon's Local Author Festival. Tina and Jen Bennett from the Avon Senior Center shared the Take Care of Yourself program funded by the North Atlantic Health Sciences Libraries grant at the November North Atlantic Health Services Libraries annual meeting.</li> <li>• Avon Library participated in National Voter Registration Day on September 24</li> <li>• Two cybersecurity awareness programs were held for library and Town of Avon staff at the Avon Library in September</li> <li>• Avon Library bags with the new logo are now available for \$2.50 at Circulation.</li> </ul>	
Friends of the Library Report	Joan Reiskin reported that the Friends yearly book sale will be held Friday, October 18 through Sunday October 20, and the Author Luncheon will be held on Friday, October 25.	No Vote
Board Innovation Grant request	Glenn Grube presented a BIG request to host a 2 or 3 part series on appropriate technology use for children and teens. After an enthusiastic discussion, Carin Salonia moved to approve \$3,500 for the series. Fred Lin seconded. (Approved)	#9 Yes
Alcohol Waiver deferred from September	Margaret Tilney's alcohol waiver has been withdrawn as she is now working with Tina Panik to offer a Library program rather than host her own event.  Fred Lin clarified that our liability insurance covers the legal defense and liability of all Library and Non-Library sponsored events with and without alcohol.	No Vote
Strategic Planning Committee	Betsy Bougere invited questions about her request of the Marketing & Public Relations and Operations & Administration committees to submit progress notes including what has been added and deleted from their tasks. She would like to receive feedback by November 5.	No Vote
BOD Position Descriptions and Onboarding	Jennifer Shufro presented the BOD position descriptions and onboarding documents she and Nicole Nunziata prepared.	No Vote
Vote on New BOD	Donna Gianini's interest in becoming a member of the BOD was discussed briefly. Peter Anderson moved to accept. Jennifer Shufro seconded. (Approved)	#9 Yes
Board Member Remarks	Eric Gauvin is resigning from the Board at the end of the year.  Peter Anderson encouraged directors to attend the ACLB conference coming up on November 8, 2019, sharing his experience of excellent speakers and rewarding conversations with other directors. Betsy Bougere expressed interest in the 2020 Census workshop.  Amee Mody commented on her original program about Gandhi's 150 <sup>th</sup> birth anniversary including a panel discussion held here at the Library on September 28.	No Vote
Adjournment	Dave Howe moved to adjourn the meeting. Fred Lin seconded. (Approved) Meeting adjourned at 8:30 pm per vote.	#9 Yes

Respectfully submitted, Betsy Bougere, Secretary