

**Avon Public Library BOD Meeting**  
**BOD Room, Avon Public Library**  
**Date: June 16, 2020**

Item	Summary	Disposition																																																																						
Call to order	Meeting called to order by Carin Salonia at 7:06 pm.	Quorum = 6																																																																						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="367 478 646 510">Attendee</th> <th data-bbox="646 478 1019 510">Role</th> <th data-bbox="1019 478 1127 510">Voting</th> <th data-bbox="1127 478 1252 510">Present</th> <th data-bbox="1252 478 1377 510">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>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>Amee Mody</td><td>BOD Member</td><td>Y</td><td>Y</td><td></td></tr> <tr><td>Beth Dance</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>Donna Gianini</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>N</td><td>Y</td></tr> <tr><td>Nicole Nunziata</td><td>BOD Member</td><td>Y</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>Joan Reiskin</td><td>Friends of the Library</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>LeonaMae Page</td><td>Clerk</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	BOD Treasurer	Y	Y		Betsy Bougere	BOD Secretary	Y	Y		Amee Mody	BOD Member	Y	Y		Beth Dance	BOD Member	Y	Y		Dave Howe	BOD Member	Y	Y		Donna Gianini	BOD Member	Y	Y		Jennifer Shufro	BOD Member	Y	N	Y	Nicole Nunziata	BOD Member	Y	Y		Peter Anderson	BOD Member	Y	Y		Joan Reiskin	Friends of the Library	Y	Y		Glenn Grube	Library Director	N	Y		LeonaMae Page	Clerk	N	Y		# 10 voting present
Attendee	Role	Voting	Present	Absent																																																																				
Carin Salonia	BOD President	Y	Y																																																																					
Fred Lin	BOD Treasurer	Y	Y																																																																					
Betsy Bougere	BOD Secretary	Y	Y																																																																					
Amee Mody	BOD Member	Y	Y																																																																					
Beth Dance	BOD Member	Y	Y																																																																					
Dave Howe	BOD Member	Y	Y																																																																					
Donna Gianini	BOD Member	Y	Y																																																																					
Jennifer Shufro	BOD Member	Y	N	Y																																																																				
Nicole Nunziata	BOD Member	Y	Y																																																																					
Peter Anderson	BOD Member	Y	Y																																																																					
Joan Reiskin	Friends of the Library	Y	Y																																																																					
Glenn Grube	Library Director	N	Y																																																																					
LeonaMae Page	Clerk	N	Y																																																																					
	<b>Review and Approvals</b>																																																																							
Review and Adoption of Agenda	Dave Howe moved to adopt the agenda. Betsy Bougere seconded. (Approved)	# 10 Yes																																																																						
Review & Approval of May Minutes	Review and Approval of May meeting minutes. Peter Anderson moved to accept. Donna Gianini seconded. (Approved)	# 10 Yes																																																																						
Review and Approval of Treasurer's Reports	<p>Fred Lin presented the May report.</p> <ul style="list-style-type: none"> <li>● Income for the month of May was \$24,751. YTD actuals \$135,364 vs. YTD budgeted income of \$104,002.</li> <li>● Expenses for the month of May were \$(186). YTD actuals \$92,947 vs YTD budgeted expenses of \$98,745.</li> </ul> <p>The Investment Committee will be considering how best to manage the proceeds from the CD that is coming to term on June 24.</p> <p>Joan Reiskin moved to accept the Treasurer's May report. Amee Mody seconded. (Approved)</p>	# 10 Yes																																																																						
	<b>New Business</b>																																																																							
Librarian's Report	<p>Glenn Grube discussed his monthly written report as well as some additional highlights:</p> <ul style="list-style-type: none"> <li>● Glenn discussed the good press received in two newspaper articles, "Historical Avon Letters" and "Libraries find virtual ways to fulfill mission"</li> <li>● May circulation rebounded with curbside pick up: almost 10,000 physical items were selected by staff for patrons and their families and distributed in over 332 pickups. These numbers include renewals and auto renewals.</li> <li>● The Library welcomes new specialist Alyssa Skorski and returning intern Jack Clonan.</li> <li>● The virtual CLA Conference was attended by many staff and included presentations by Jess, Marisa, and Glenn.</li> </ul>	No Vote																																																																						

	<ul style="list-style-type: none"> <li>• The One Book program featuring <u>This is Where You Belong: The Art and Science of Loving the Place You Live</u>, by Melody Warnick, has been cancelled and may be offered at some point in the future. The Farmers Market is cancelled. There will be some virtual programming that will encourage patrons to visit the farms themselves. No physical programs or room bookings will be offered this summer.</li> <li>• Glenn attended webinars offered by ALA and the CT State Library that thoroughly reviewed the governor's reopening guidelines. No CT libraries that he is aware of are reopening on June 17. Some libraries will be reopening on June 22 (Farmington, Torrington, Manchester, Enfield, Bristol, and Windsor.) There are many things that need to be completed: plexiglass installation, HVAC, signage, and contactless printing. We are hoping for a July 6, appointment-based, opening. The Avon Library will reopen as soon as we can be compliant with the guidelines.</li> </ul> <p>Concerns about safety and liability were discussed. Glenn mentioned that the Library's insurance policies are held by the Town of Avon. Fred Lin recommended checking to be sure there is no fungus, bacteria, and molds exclusion on our general liability policy.</p>	
Friends of the Library Report	Joan Reiskin reported that the 2020 book sale has been cancelled and the 2020 author luncheon has been rescheduled for October 22, 2021. Carin Salonia expressed appreciation for their additional financial support and suggested there are virtual ways to engage and support the library.	No Vote
Approval of 2020-21 Library Board Budget	Fred Lin presented the proposed budget. The professional development and printing lines are higher to compensate for cuts in the Town budget. Dave Howe moved to accept the budget as presented. Peter Anderson seconded. (Approved.)	# 10 Yes
<b>Old Business</b>		
HVAC Update	Glenn Grube emailed the letter that was sent to all neighbors within 500 feet of the Library's property line regarding the HVAC work. Two neighbors have called in response.	
Library Director Assessment	Carin Salonia encouraged everyone to read through the Director's assessment and to have some discussion about it at the July meeting.	No Vote
Board Member Remarks		No Vote
Adjournment	Betsy Bougere moved to adjourn. Dave Howe seconded. Meeting was adjourned at 8:30 pm.	# 10 Yes

Respectfully submitted, Betsy Bougere, Secretary

Amended 9/16 to reflect changes discussed at the 9-15-20 BOD Meeting