

Avon Public Library BOD Meeting
BOD Room, Avon Public Library
Date: September 15, 2020

Item	Summary	Disposition																																																																						
Call to order	Meeting called to order by Nicole Nunziata at 7:03 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 1256 510">Present</th> <th data-bbox="1256 478 1378 510">Absent</th> </tr> </thead> <tbody> <tr><td>Carin Salonia</td><td>BOD President</td><td>Y</td><td>N</td><td>Y</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>Y</td><td></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	N	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	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
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Review and Adoption of Agenda	Joan Reiskin moved to adopt the agenda. Beth Dance seconded. (Approved)	# 10 Yes																																																																						
Review & Approval of Minutes	<p>Review and Approval of June meeting minutes. Dave Howe moved to accept with edits. Amee Mody seconded. (Approved)</p> <p>Review and Approval of July meeting minutes. Donna Gianini moved to accept as is. Peter Anderson seconded. (Approved)</p>	# 9 Yes # 1 Abstain #10 Yes																																																																						
Review and Approval of Treasurer's Reports	<p>Fred Lin presented detailed Treasurer's reports for June, July, and August. Highlights:</p> <ul style="list-style-type: none"> ● Income for the month of June was \$4,733. YTD actuals \$140,097 vs. YTD budgeted income of \$108,865. ● Expenses for the month of June were \$8,035. YTD actuals \$100,982 vs YTD budgeted expenses of \$107,805. ● Income for the months of July and August was \$42,057 vs. YTD budgeted income of \$21,518. ● Expenses for the months of July and August were \$18,558 vs YTD budgeted expenses of \$17,182. <p>Jennifer Shufro moved to accept all three Treasurer's reports. Donna Gianini seconded. (Approved)</p> <p>Fred Lin's written reports included his request for board approval of several detailed recommendations. Highlights:</p> <ul style="list-style-type: none"> ● Allocate \$20,000 of FY 2020 surplus to the Technology Capital Fund account 	# 10 Yes # 10 Yes																																																																						

	<ul style="list-style-type: none"> Invest in a short term US security in the unrestricted Board Schwab account adding funds from FY 2020 surplus, CD proceeds, and a portion of the July Mitnick additional disbursement to the existing cash balance for a total of \$76,469. Invest in a short term US security in the restricted Expansion Fund Schwab account using the existing \$10,881 in that account. <p>Jennifer Shufro moved to accept Fred Lin's recommendations as stated. Dave Howe seconded. (Approved)</p>	
	New Business	
Librarian's Report	<p>Glenn Grube discussed his monthly written report. Some highlights:</p> <ul style="list-style-type: none"> Summer programming statistics showed good attendance despite the shift to virtual programming and the loss of the Farmers Market. Marisa and Glenn met with Kamora of Kamora's Cultural Corner after her anti racism training series and came away with some next step suggestions for how the Library can help continue the conversation in Avon about racial justice and equity. Browsing Hours have begun. The goal is to eventually be open for Browsing Hours from 11 am – 2 pm and 4 – 7 pm with a mid day cleaning of high touch areas. Lynda Library, a very popular on line training resource, has been reinstated as of September 1. 	No Vote
Friends of the Library Report	Joan Reiskin reported that the Friends have allocated an additional \$2,500 for ebooks. The book sale has been postponed until October 13, 2021. Virtual author events, concerts, and other ideas are being explored.	No Vote
2020-21 Library Calendar and BOD meeting dates	Glenn Grube presented the 2021 BOD meeting dates set according to bylaws and the proposed Library Calendar for BOD approval. Joan Reiskin moved to approve the Library calendar as presented. Dave Howe seconded. (Approved)	# 10 Yes
Update from Library Staff & Functions Task Force	Donna Gianini gave a progress report including the renaming of the project to "Building Community Project." Interview questions include a few regarding professional background and a few that are open ended and personal. Each staff member will be presented with a single page including a photo and brief bio of each board member as a demonstration of the reciprocal nature of the project / to be a two-way street. Peter Anderson is photographing each board member and will photograph staff as well. Donna also shared feedback she received from one staff member who was reluctant to participate. After a brief discussion, Glenn Grube agreed to meet with the concerned staff member to clarify the intention of the project and expectations regarding staff participation.	No Vote
Review and Approval of revised Gifts Policy	Betsy Bougere presented the revised Gifts Policy and change narrative. Dave Howe moved to approve the revision. Beth Dance seconded. (Approved)	# 10 Yes
Review and Approval of revised Internet Policy	Betsy Bougere presented the revised Internet Policy and change narrative. Ameer Mody moved to approve the revision. Jennifer Shufro seconded. (Approved)	# 10 Yes
Review and Approval of revised Security Cameras Policy	Betsy Bougere presented the revised Security Cameras Policy and change narrative. Donna Gianini moved to approve the revision. Beth Dance seconded. (Approved)	# 10 Yes
	Old Business	
Board Member Remarks	Dave Howe offered positive feedback on the computer classes offered through the Library's arrangement with Second Innings. Nicole Nunziata expressed her positive experience in attending the anti racism program. Beth Dance commented that her family loved Courtyard Checkout. Jennifer Shufro complimented the Readers Advisory Form.	No Vote
Adjournment	Peter Anderson moved to adjourn. Jennifer Shufro seconded. Meeting was adjourned at 8:34 pm.	# 10 Yes

Respectfully submitted, Betsy Bougere, Secretary