

Avon Public Library BOD Meeting
BOD Room, Avon Public Library
Date: February 16, 2021

Item	Summary					Disposition
Call to order	Carin Salonia called the meeting to order at 7:02 pm.					Quorum = 6
	Attendee	Role	Voting	Present	Absent	# 11 voting present
	Carin Salonia	BOD President	Y	Y		
	Nicole Nunziata	BOD Vice 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	Y		
	Peter Anderson	BOD Member	Y	Y		
	Joan Reiskin	Friends of the Library	Y	Y		
	Kari Ann St Jean	Children's and Teen Services Manager	N	Y		
	Deborah Sacks	Guest	N	Y		
	Stephanie Guralnick	Guest	N	Y		
	Rosa Sugdinis	Guest	N	Y		
	Charles Harvell	Guest	N	Y		
	Glenn Grube	Library Director	N	Y		
	LeonaMae Page	Clerk	N	Y		
Review and Approvals						
Review and Adoption of Agenda	Nicole Nunziata moved to adopt the agenda. Amee Mody seconded. (Approved)					# 11 Yes
Review & Approval of January Meeting Minutes	Donna Gianini moved to accept. Dave Howe seconded. (Approved)					# 11 Yes
Introduction and welcome of guests	Glenn introduced staff guest Kari Ann St Jean and three potential candidates for future library board membership. This is the second meeting for Stephanie Guralnick and Deborah Sacks and the first meeting for Rosa Sugdinis. She brings her 15 years of experience in the insurance industry as well as being an active member of fundraising committees for Covenant to Care for Children and other organizations. Charles Harvell, an 18 year resident and regular patron, is chair of the Avon Education Foundation and seeks more insight into the functioning of the library.					No Vote
Review and Approval of Treasurer's Report	<p>Fred Lin explained that the Library has two primary budgets. One is the approximately \$1.8M Town budget, most of which supports staff salaries and collections. The second is the more independent Board budget that further supports the collection as well as operations including programming, technology, publications, and printing.</p> <p>Highlights of the detailed Board budget for January include:</p> <ul style="list-style-type: none"> ● Income for the month of January was \$1,746. YTD actuals \$74,535 vs. YTD budgeted income of \$53,610. ● Income included a gift from Big Y's community bag program and reimbursement from the Friends for kindergarten lawn signs and STEAM program supplies. ● Expenses for the month of January were \$3,759. YTD actuals \$48,955 vs YTD budgeted expenses of \$62,241. 					# 11 Yes

	<ul style="list-style-type: none"> Expenses included facilitators for the Legacy of 1619 film series, a presenter on the history of Penn Station in New York, and staff appreciation gift cards. <p>Peter Anderson moved to accept the Treasurer's report. Jennifer Shufro seconded. (Approved.)</p>	
	New Business	
Librarian's Report	<p>Glenn Grube discussed his January written report as well as what's happened in early February. Some highlights:</p> <ul style="list-style-type: none"> Avon's new State Representative, Eleni Kavros DeGraw, visited the library for a tour and a meeting with Glenn. A three part film discussion series, The Legacy of 1619: Film Discussions about Race in Contemporary America was held this month. Victoria and Barbara attended a helpful program offered by the State Library: Accessible Library Programs: Making the Virtual World Accessible to Everyone. They are already experimenting with close captioning for folks who have difficulty hearing. The State Library transitioned their entire collection of e-books and e-audiobooks into a new app, SimplyE, and Avon has added their Overdrive e-content collection to this new app too. New Year's grab and go activity bags, including create your own 2021 calendars, royal crowns, and superhero masks plus popcorn, candy and party blowers were available for our younger patrons The Teen department continues to partner with the Youth Services Bureau and the Senior Center to make Valentine Cards for local seniors. "Take Your Child to the Library Day" was celebrated with the Children's Department Bears Birthday Party YouTube video that premiered on February 6. Kari Ann St Jean attended a program on Zoom security to continue our work to keep our Zoom room secure. Tree work and snow removal is just about complete preparing the way for the drilling subcontractor to arrive with their equipment and begin construction next week. An all staff meeting was held via Zoom on January 27. Glenn updated the staff on the HVAC project, our Covid protocols, and other topics of general interest. Then Carin and Nicole from the Library Board briefed the staff on the results of a January staff survey before the managers provided departmental updates. 	No Vote
Friends of the Library Report	<p>The Friends have sponsored a variety of programs including chess for children and the very popular yoga class that fills to capacity. Membership is up. Board members are invited to become members of the Friends. The staff appreciation luncheon is scheduled for February 18. Staff were given three selections of individually boxed lunches to choose from.</p>	No Vote
Staff Guest	<p>Kari Ann St Jean has worked as the Children's and Teen Services Manager since October 2012. She gave a very enthusiastic review of her 27 year career working in 29 libraries and says Avon Library is the best. She spoke of her wonderful team and the experience they have in meeting the needs of children from babies through teens. She sees their work as being farmers planting seeds and growing readers, one family at a time. Her description of the efforts to recreate, adapt and invent new ways to engage children over the last 6 months was compelling. She described herself as an advocate for children (seeing through their eyes), an advocate for early development (the connection of physical books, art and experiences and the brain), and an advocate for the profession through participation in national conferences.</p>	No Vote
Review and approval of the 3D Printing Policy	<p>Betsy Bougere presented the latest in the work of reviewing all policies, a goal set forth in the Strategic Plan last April. Since then, 12 policies have been reviewed and 8 more will be reviewed between now and June. The 3D Printing Policy is a new, not a rewritten, policy. Peter Anderson noted that Anna Korkus was a significant contributor. Nicole Nunziata moved to approve the policy as written. Dave Howe seconded.</p>	# 11 Yes
Review and approval of	<p>Betsy Bougere presented the Circulation policy that had several significant changes including</p>	# 11 Yes

the revised Circulation Policy	the move to being “fine free” and incorporating the inter library loan policy. Donna Gianini moved to approve the Circulation Policy with one edit to change a “patron’s rights” to “rights and responsibilities”. Ameer Mody seconded.	
Old Business		
February Budget Workshop recap	Town Council was receptive and appreciative of the library’s work. Some of the library’s personnel and collection requests were supported. Peter Anderson noted that the newer members of the Town Council were supportive of the library. Carin Salonia observed the many comments that showed sincere appreciation for the library.	No Vote
Board Member Remarks	Dave Howe received a customized jigsaw puzzle that shows a topographical map of Avon with the library at the center of the town. He plans to donate it to the library. Carin Salonia attended the staff meeting and found it a useful way to show support to the staff and leadership and also to listen to what was suggested and reported on. Beth Dance shared about being a mom of two busy kids who really miss visiting the library but have been kept entertained by curbside pickup, courtyard checkout, and “take & make” creativity kits. Peter Anderson mentioned his 25 years of making television programs and complimented the Children’s department’s tremendous progress in recorded programs like Do, Re, (You &) Me.	No Vote
Adjournment	Joan Reiskin moved to adjourn. Peter Anderson seconded. (Approved) The meeting adjourned at 8:30 pm.	# 11 Yes

Respectfully submitted, Betsy Bougere, Secretary