

Avon Public Library BOD Meeting
BOD Room, Avon Public Library
Date: July 27, 2021

Item	Summary					Disposition
Call to order	Carin Salonia called the meeting to order at 6:30 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		
	Deborah Sacks	BOD Member	Y	Y		
	Donna Gianini	BOD Member	Y	Y		
	Peter Anderson	BOD Member Emeritus	N	Y		
	Stephanie Guralnick	BOD Member	Y	Y		
	Joan Reiskin	Friends of the Library	Y	Y		
	Colette Slover	BOD Member	N	Y		
	Annette McNeely	BOD Member	N	Y		
	Glenn Grube	Library Director	N	Y		
	LeonaMae Page	Clerk	N	Y		
	Review and Approvals					
Review and Adoption of Agenda	Fred Lin made a motion to adopt the agenda. Nicole Nunziata seconded. (Approved.)					# 11 Yes
Review & Approval of May Meeting Minutes	Amee Mody made a motion to accept the June meeting minutes with corrections. Dave Howe seconded. (Approved.)					# 7 Yes # 4 Abstain
Review and Approval of Treasurer's Report	Highlights of the detailed Board budget for June include: <ul style="list-style-type: none"> • Income for the month of June was \$15,853. YTD actuals \$154,260 vs. YTD budgeted income of \$109,170. • Expenses for the month of June were \$13,351. YTD actuals \$89,967 vs YTD budgeted expenses of \$107,725. • Additional investments will be considered when interest rates improve. Donna Gianini moved to accept the Treasurer's report. Joan Reiskin seconded. (Approved.)					# 11 Yes
	New Business					
Introduction to Strategic Plan Review	Dave Howe introduced the Strategic Plan Review and invited everyone to make note of any questions for discussion.					No Vote
Strategic Plan	Glenn Grube presented his Library Director & Staff report. He mentioned Rep.					No Vote

Update: Staff Accountabilities	DeGraw accepting his invitation for a tour to show off our space and discuss State support of library services. Donna Gianini suggested extending the same invitation to Rep. Exum.	
Strategic Plan Update: Operations & Administration	Carin Salonia presented the Operations and Administration Committee update.	No Vote
Strategic Plan Update: Marketing Committee	Donna Gianini and Beth Dance presented the Marketing Committee update. Deborah Sacks expressed interest in working with the Marketing Committee and supporting publicity for the Library. Beth Dance suggested using an external consultant to address the graphic standard goal. Nicole suggested an impact analysis to fully understand what would be affected by changing the graphic look and feel.	No Vote
Strategic Plan Discussion	<p>Several expressed interest in changing the Strategic Plan Update document to a more user-friendly reporting format. Carin Salonia agreed that something less cumbersome would be more useful. She said the document is an opportunity to demonstrate accountability and that we are engaged in accomplishing meaningful goals. Dave Howe noted that there were many specifics and that it may be more useful to focus in on larger tasks. A Board calendar was suggested to track new or specific projects vs routine projects (e.g., The BOD Assessment, the Director Assessment, Policy Reviews, Bylaw reviews etc)</p> <p>Nicole Nunziata suggested creating three categories: In Process, Ongoing, and Not Started. Dave Howe, Nicole Nunziata, and some librarians in the Technical Services Department are familiar with project tracking software called Jira.</p> <p>Among the tools used in developing the current Strategic Plan were a SWOT (strengths, weaknesses, opportunities and threats) Assessment, a summary of other Libraries' missions, visions, and strategic objective priorities, and the CT State Library's Best Practices Summary which helped benchmark where we are and identify new opportunities. Glenn Grube has an extensive digital folder with the materials and resources to share as the next planning process is begun. Dave Howe has Betsy Bougere's binder with hard copies and the Strategic Planning Committee's agendas and minutes.</p>	No Vote
	Old Business	
Board Member Remarks	Diversity statements were discussed. Glenn Grube mentioned the American Library Association's Equity, Diversity, and Inclusion Score Card which might help us assess our current state and explore where we want to focus going forward.	No Vote
Adjournment	Nicole Nunziata moved to adjourn. Fred Lin seconded. The meeting adjourned at 8:34 pm.	# 11 Yes

Respectfully submitted, Betsy Bougere, Secretary