

**Avon Free Library  
Board of Trustees Meeting  
25 October 2021  
6:30 PM in the Avon Free Library**

**Present:** Brenda McKeown, Joe Cope, Maureen Wheeler, Josh Tonra, Jaime Lovullo, Peggy Tirrell, Rebecca Budinger-Mulhearn

**Absent:** Cindy Zhe

**Guests:** None

**Absent:** Tim Batzel (Village Board Liaison), Paul Drozdziel (Town Board Liaison)

Called to order at 6:30 pm

**Public Comment:**

None.

**Minutes:**

Approval of the minutes from the 27 September 2021 meeting was moved by Peggy, seconded by Josh, and passed unanimously.

**Friends Group:**

No report.

**Treasurer's Report:**

Jaime presented the Budget Report and Balance Sheet. Approval of the balance sheet was moved by Joe, seconded by Josh, and passed unanimously. Approval of 4 vouchers was moved by Josh, seconded by Peggy, and passed unanimously.

**Director's Report:**

The Board reviewed Rebecca's monthly director's report. Items of note included:

- Rebecca reported on her upcoming attendance at the NYLA virtual conference and NYLA (28-29 October) conference in Syracuse (3-6 November) and associated fees for registration and travel.
- On 18 November, Rebecca and Maureen will be reporting on our financial request to the Avon Town Board meeting.
- Rebecca is working to identify a contractor to provide landscaping and snow removal services

- Rebecca reported on problems with the outdoor lights at the children's entrance; TJ Electric explored the issue and will send us a quote for rewiring and repair.
- Annual funding from the Avon Central School District taxes (\$110,000) was deposited on 25 October.
- Rebecca reported on recent donations to the library. We are also participating in the ROC the Day fundraising effort (30 November).

### **Committee Reports:**

- Facilities: Facilities will review planning documents from LaBella for the outdoor projects over the next several weeks.
- Finance: See finance-related policies under New Business.
- Personnel: No report.
- Policy: No report.

### **Old Business**

- Sexual harassment training is required annually; Board members must show proof of having completed a sexual harassment training through their employer or contact Rebecca for access to an alternate training.
- Maureen reported that the library ran an ad in the Penny Saver for the open Board position with a deadline to submit letters of interest of 15 November.

### **New Business**

- Policy: Gifts and Donations
  - This proposed policy covers financial gifts (including specific protocols for restricted and unrestricted gifts) and material donations (including decisions about moving items into the collection).
  - Approval of the Gifts and Donations Policy was moved by Josh, seconded by Joe, and passed unanimously.
- Policy: Disposal and Sales of Surplus or Donated Items
  - This proposed policy covers the processes for deaccessioning library-purchased and donated items.
  - Approval of the Disposal and Sales of Surplus or Donated Items was moved by Joe, seconded by Josh, and passed unanimously.

- Resolution to Exceed the Tax Cap

- Maureen introduced the following resolution for review by the Board:

Whereas, the adoption of the 2022 budget for the Avon Free Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Avon Free Library voted and approved to exceed the tax levy limit for 2022 by at least the sixty percent of the board of trustees as required by state law on October 25, 2021.

- Adoption of the resolution was moved by Peggy, seconded by Brenda, and passed unanimously.
- Trustee Training: Rebecca noted that 2023 will see new requirements for trustee participation in and documentation of training.
- NYLA Conference Travel: The board reviewed costs associated with Rebecca's participation in the NYLA virtual and in-person conference. Approval of costs associated with attendance was moved by Peggy, seconded by Josh, and passed unanimously.
- November Board Meeting: The Board unanimously approved moving the next Board meeting to 22 November.

**Adjournment** at 7:26pm was moved by Peggy, seconded by Joe, and passed unanimously.

**The next meeting is scheduled for 22 November 2021 at 6:30 in the Avon Free Library.**

Respectfully submitted,

*Joe Cope*  
*Secretary*