

**Avon Free Library
Board of Trustees Meeting
24 June 2024**

Present: Helen Zamboni, Dave Stafford, Deborah Cooper, Cheryl MacPherson, Josh Tonra, Maureen Wheeler, Grace Frenzel, Saragrace Friday

Absent: Becky Stewart, Jan Cole, Jodi DiCarlo, Joe Cope

Guests: None

Called to order at 6:35 pm.

Public Comment

None.

Minutes of 20 May 2024

Approval of the minutes of the 20 May 2024 meeting was moved by Cheryl, seconded by Maureen, and passed unanimously.

Friends' Group Report

Grace provided a brief update on Friends' Group activities, which are primarily focused on preparing for the summer book sale. Discussed payment for booth and Pennysaver Ad.

Treasurer's Report

Dave reviewed the financial report consisting of the transaction list, the balance sheet for June 2024, and 15 invoices for approval. Approval of the financial report was moved by Cheryl, seconded by Deborah, and passed unanimously.

Director's Report

Grace presented the monthly director's report. Items of note included:

- HVAC system broke down last week. Some work was performed today (6/24), but additional repairs need to be made.
- Ongoing conversation with Hamilton Stern regarding Backyard Project with a hope to start in Spring 2025 (once roof work is completed).
- Still waiting for official approval and fund disbursement for FY 2024 Construction Aid Application. Hoping for construction in Spring 2024.
- Discussed FY 2025 Construction Aid application process. Application is due September 6, 2024.
- Substitute clerk resigned this past week citing a decision to fully retire.
- Discussed purchase of used laptop for director use.

- \$4,000 grant award for arts programs through Genesee Valley Council of the Arts.
- Summer Reading Program begins July 1, 2024.
- Shared update on meeting with Ian Coyle regarding County library funding.
- Attended Lions Club Meeting
- LCLDA Program Proposal for Association of Rural & Small Libraries Conference approved.
- Updates on programing, circulation, visits, door counts, wi-fi sessions.
- Updates on fundraisers, donations, memorials, and grants.

Committee Reports

Facilities (Helen)

- Helen reported that we are still working with updating elevator project to meet SHPO requirements. Facilities and finance committee will meet to discuss the scope of the elevator projects and ensure that we have the funding in place.
- Intent to apply for FY 2025 State Aid for Library Construction submitted.

Finance (Dave)

- None.

Fundraising (Grace for Becky)

- More to come next month.

Personnel (Josh)

- Most forms have been submitted for evaluation. Received Grace's self-evaluation.
- The committee will review board comments and provide feedback to the Director later this summer.

Policy (Joe)

- No report.

Old Business

- No report

New Business

- None

Adjournment

A motion to adjourn at 7:09 pm was made by Cheryl, seconded by Dave, and passed unanimously.

Next Meeting: 29 July 2024 at 6:30pm