

**Avon Free Library
Board of Trustees Meeting
25 March 2024**

Present: Grace Frenzel, Helen Zamboni, Joe Cope, Dave Stafford, Saragrace Friday, Becky Stewart, Deborah Cooper, Cheryl MacPherson, Jan Cole, Josh Tonra, Jodi DeCarlo

Absent: Maureen Wheeler

Called to order at 6:30pm.

Public Comment

None.

Minutes of 26 February 2024

Approval of the minutes of the 26 February 2024 meeting was moved by Josh, seconded by Dave, and passed unanimously.

Friends' Report

Grace reported the following on behalf of the Friends' Group:

- A successful membership drive is ongoing.
- The fundraising committee is developing strategies including an Easter basket raffle.

Treasurer's Report

Dave reviewed the financial report consisting of the transaction list, the balance sheet for March 2024, and 12 vouchers. Approval of the financial report was moved by Jodi, seconded by Joe, and passed unanimously.

Director's Report

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

- Library staff members continue training in American sign language.
- The Avon Lions Club raised \$3,295 for the library at their annual Trivia Night fundraiser on March 23.
- The OWWL Eclipse Grant is supporting Perry Ground's presentation at the library on 28 March. The topic is "Raven Steals the Sun: Native American Eclipse Stories."
- The library has connected with Causewave Community Partners for grant, fundraising, and marketing support.
- Eclipse-related programming is ongoing, including Kasey's presentations at the Livingston County Office of the Aging social dining sites.
- Upcoming events and library programming.
- Updates on library programs and workshops.

- Updates on fundraisers, donations, memorials, and grants.
- Updates on circulation, wifi sessions, and door counts.

Committee Reports

Facilities (Helen)

- Helen reported on committee discussions with OWWL about options and strategies for funding the proposed elevator project.
- The committee is reviewing possibilities for future state capital aid and grant funding to advance the elevator project and will report to the board at a future meeting.

Finance (Dave)

- Dave reported that the Schwab CD has matured and the board discussed options for reinvesting.
- A motion to empower the finance committee to investigate investment opportunities for the Schwab CD funds and to make decisions about reinvestment was made by Saragrace, seconded Cheryl, and passed unanimously.

Fundraising (Becky)

- Becky reported on start-up meetings with the finance committee. The current focus is on identifying potential opportunities for larger grants.

Personnel (Josh)

- The committee is working with Grace on staff evaluation criteria and processes.
- The personnel committee will be consulting materials from OWWL to develop an annual evaluation process for the Director.

Policy (Joe)

- No report.

Old Business

Avon on the Green Village Pilot payment

- Helen reported that we are still awaiting information on this issue.

New Business

Village Budget

- Helen reported that she has spoken with the village clerk about the village's annual budget development process. No action is needed at this point.

Approval of 2023 NYS Annual Report

- Grace presented the finalized annual report to the board.
- Adoption of the 2023 NYS Annual Report was moved by Jodi, seconded by Cheryl, and passed with one abstention.

Approval of 2023 Community Impact Report

- Grace presented the 2023 Community Impact Report, which was developed by Becky. The intention of this document is to provide an accessible document that communicates to the public the role that the library plays in the community.
- Adoption of the 2023 Community Impact Report was moved by Josh, seconded by Cheryl, and passed unanimously.

Adjournment

A motion to adjourn at 7:20pm was made by Jan, seconded by Deb, and passed unanimously.

Next Meeting: April 29, 2024 at 6:30pm