

**Avon Free Library
Board of Trustees Meeting
26 February 2024**

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

Absent: Grace Frenzel

Invited Presenters: Kathy Barsz (Friends' Group)

Called to order at 6:31 pm.

Public Comment

None.

Minutes of 22 January 2024

Approval of the minutes of the 22 January 2024 meeting was moved by Maureen, seconded by Deb, and passed unanimously.

Friends' Report

Kathy reported on behalf of the Friends' Group:

- Renewal forms for membership in the Friends' Group have gone out by mail.
- The Friends' Group is regrouping around fundraising priorities.
- Kathy will be participating in an upcoming zoom meeting of presidents of other library friends' groups.

Treasurer's Report

Dave reviewed the financial report consisting of the transaction list, the balance sheet for January through February 2024, and 14 vouchers. Approval of the financial report was moved by Josh, seconded by Jan, and passed unanimously.

Director's Report

On Grace's behalf, Helen presented the monthly director's report. Items of note included:

- Grace has submitted the approved 2023 annual report to OWWL; this will be filed with the NYS Division of Library Development on March 1.
- Delivery and successful set up of the new Toshiba printer.
- Purchase of a disc cleaner, which will considerably expand the life of our DVD, Blue-ray, and audiobook collection.
- Attendance at Library Advocacy Day in Albany.
- A new institutional partnership with the NYS Talking Book and Braille Library.

- 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)

- Grace recently met with MRB Group to explore the possible integration of a sprinkler system into the elevator project.

Finance (Dave)

- Dave reported that New signature cards with the Bank of Castile are completed and paperwork for transferring the Schwab accounts has been submitted.

Fundraising (Maureen)

- No report.

Personnel (Josh)

- Josh reported that members of the committee are continuing to work with Grace on reviewing draft templates for staff performance evaluations.

Policy (Joe)

- Joe reported that the committee will begin reviewing and updating policies. This is intended to ensure that we are following guidelines regarding the regular review of policy documents by the full Board.

Old Business

Pilot Agreement

- Maureen will follow up with the village on the Avon on the Green pilot agreement.

New Business

School Budget Petition

- The budget petitions have been completed and submitted. This item will appear in the May school elections.
- There was discussion of outreach including discussions about developing a community-facing impact report, participation in budget hearings, outreach to the village and town board, and presentations to community members through local organizations.

Livingston County Public Library Advisory Committee

- Helen reported on her participation at the bi-annual meeting of this group.

Adjournment

A motion to adjourn at 6:57pm was made by Jan, seconded by Jodi, and passed unanimously.

Next Meeting: 26 March 2024