

**AVON FREE LIBRARY  
BOARD OF TRUSTEES MEETING  
May 19, 2025 | 6:30pm**

**Present:** Grace Frenzel, Dave Stafford, Jodi DeCarlo, Helen Zamboni, Cheryl MacPherson, Josh Tonra, Saragrace Friday, Kevin Patrick, Ryan Spall, Joe Cope

**Absent:** Becky Stewart

**Guests:** None

**Call to Order at 6:30pm**

**Public Comment**

None.

**Minutes of 28 April 2025**

Approval of the corrected minutes of 28 April 2025 was moved by Jodi, seconded by Josh, and passed unanimously.

**Friends' Report**

Ryan provided an update on the raffle baskets. Tickets are available in the library until 6 June. Winners will be drawn 30 minutes before the close of business on June 6.

The Friends' Group is gearing up for the annual book sale during Corn Fest.

**Treasurer's Report**

Dave reviewed the financial report consisting of the transaction list, the balance sheet for May 2025, and 13 invoices for approval. Approval of the financial report was moved by Saragrace, seconded by Cheryl, and passed unanimously.

**Director's Report**

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

- Recent and upcoming meetings.
- Updates on facilities projects including the roof replacement and repairs to address ongoing HVAC issues.
- Friends' Group funding support for the summer reading program.
- Staff training and professional development.
- Updates on library programs, events, and workshops.
- Updates on fundraisers, donations, memorials, and grants.
- Updates on circulation, wifi sessions, and door counts.
- There was discussion of clarifying information about the petitions for the tax levy.

## **Committee Reports**

### **Facilities (Helen)**

### **Finance (Dave)**

The 990 tax form is being finalized by the accountants. Following typical process, it will be circulated to the Board for review and then submitted.

### **Fundraising (Becky)**

Grace reported for Becky on behalf of the committee. The Community Impact Report is being finalized and information for the Board will be shared soon.

### **Personnel (Cheryl)**

The Personnel Committee has been working with Grace to simplify the feedback form for staff reviews.

The Committee is drafting a policy for clarifying the process for gathering and using staff feedback about the Director's performance. This will be shared with the Policy Committee for additional feedback.

### **Policy (Joe)**

No report.

## **Old Business**

### **Chapter 414 Project**

Helen reported on ongoing conversations about proposed changes to the library's funding. These will require the library to seek taxpayer approval to shift from annual allocations from the town and village to an assessment on the town and county tax bill. As this process goes forward, key needs are to clarify the language for the ballot proposition, coordinate messaging with the town and village government, and develop clear communications for the lead up to the election.

The petition for the Chapter 414 proposal is available at the circulation desk.

### **Tax Cap Resolution**

Helen reviewed the proposed tax cap resolution:

*Whereas, the adoption of the 2026 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 governing board of a local library to override the tax levy limit by a resolution approved by at least sixty percent of the total voting power of that governing board;*

*Now, therefore, it is resolved that the Board of Trustees of the Avon Free Library voted and approved, by at least a sixty percent majority of its total membership, to override the tax levy limit for the 2026 fiscal year as required by state law, at a meeting held on May 19, 2025.*

Adoption of the resolution was moved by Dave, seconded by Saragrace, and passed unanimously.

### **Roof Replacement Update**

Grace provided an update on the roof project. Adverse weather during the first weekend of construction, when the library was closed, slowed the process. The contractor will be continuing work and the library will again be closed from May 23-26 (Memorial Day weekend).

### **New Business**

#### **Election of Collin Hayes to fill unexpired term of Jan Cole**

Helen and Grace reported that there has been outreach to Collin Hayes to fill the vacated seat on the Board of Directors. Approval of the election of Collin Hayes to the vacated Board position was moved by Helen, seconded by Josh, and passed with one abstention.

**Adjournment at 7:10pm**

**Next Meeting on June 30, 2025 at 6:30pm.**