

**Avon Free Library
Board of Trustees Meeting
21 October 2024**

Present: Helen Zamboni, Joe Cope, Dave Stafford, Jodi DeCarlo, Maureen Wheeler, Grace Frenzel, Jan Cole, Josh Tonra, Becky Stewart, Cheryl MacPherson, Ryan Spall

Absent: Saragrace Friday

Guests: None

Called to order at 6:30 pm.

Public Comment

None.

Minutes of 30 September 2024

Approval of the minutes of the 30 September 2024 meeting was moved by Cheryl, seconded by Maureen, and passed unanimously.

Membership

The nomination of Ryan Spall to fill the unexpired term vacated by Deb Cooper (2024-26) was moved by Helen, seconded by Cheryl, and passed unanimously.

Friends' Group Report

Ryan reported on behalf of the Friends and noted that the group is planning for an annual fundraiser in addition to the annual book sale. The Friends' Group is also working with the town and village to explore potentially creating a fairy or story walk in the backyard area.

Treasurer's Report

Dave reviewed the financial report consisting of the transaction list, the balance sheet for October 2024, and 11 vouchers. Approval of the financial report was moved by Jan, seconded by Jodi, and passed unanimously.

Director's Report

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

- Update on the payroll processing contract.
- Staff training and professional development.
- 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 that we have received official approval of capital aid for the roof project. The anticipated start date for the roof replacement is spring 2025.

Finance (Dave)

- Dave reported that the certificate of deposit has been renewed.
- The Finance Committee is developing the annual budget in consultation with Grace, which will be forwarded to the Board in advance of the next meeting.
- The Finance Committee will be reviewing Finance Policy documents.

Fundraising (Becky)

- The Fundraising Committee has identified six regional grants of interest for 2025: four for the backyard capital project, one for furniture for the reading room, and one for accessibility/safety.

Personnel (Josh)

- No report.

Policy (Joe)

- Joe reviewed and discussed two new policies:
 - Emergency Planning
 - Code of Ethics
- Approval of the new and revised policies was moved by Joe, seconded by Jodi, and passed unanimously.

Old Business

None.

New Business

Amendment to Recurring Payments to add Toshiba Financial (copier lease payments)

A motion to move the Toshiba Financial contract to the recurring payments list was made by Dave, seconded by Joe, and passed unanimously.

Resolution to exceed the tax cap:

Helen reviewed the resolution to exceed the tax cap. A motion to adopt the following resolution was made by Dave, seconded by Maureen, and passed unanimously.

Whereas, the adoption of the 2025 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 2025 by at least the sixty percent of the board of trustees as required by state law on October 21, 2024.

2025 Holiday Schedule

Grace reviewed and discussed the 2025 proposed holiday schedule for the library. Adoption of the proposed calendar was moved by Cheryl, seconded by Jodi, and passed unanimously.

Adjournment

A motion to adjourn at 7:16 pm was made by Jan, seconded by Cheryl, and passed unanimously.

Next Meeting: 25 November 2024 at 7:00pm