

**Avon Free Library
Board of Trustees Meeting
28 February 2025**

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

Absent: Jan Cole, Becky Stewart

Guests: None

Called to order at 6:30 pm.

Public Comment

None.

Minutes of 27 January 2025

Approval of the corrected minutes of the 27 January 2025 meeting was moved by Cheryl, seconded by Dave, and passed unanimously.

Friends' Group Report

On behalf of the Friends, Ryan reported that the annual membership drive is underway. The group is looking into a wine tasting fundraiser for later this year and is gearing up for the August book sale.

Treasurer's Report

Dave reviewed the financial report consisting of the transaction list, the balance sheet for January and February 2025, and 7 vouchers. Approval of the financial report was moved by Josh, seconded by Cheryl, and passed unanimously.

Director's Report

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

- Recent meetings with Rotary and the Avon Village Board.
- Updates on personnel.
- Planning 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.

Committee Reports

Facilities (Helen)

- The roof project contract has been signed, and funding from the town has been secured.

Finance (Dave)

- No report.

Fundraising (Becky)

- No report.

Personnel (Cheryl)

- Grace presented a proposal for a personnel action to hire a permanent clerk. A motion to proceed with the personnel action was made by Josh, seconded by Saragrace, and passed unanimously.
- Cheryl has met with Grace to discuss the agenda for Personnel Committee work during the coming year.

Policy (Joe)

- Joe presented proposed revisions to the Whistleblower and Ban on Retaliation Policy. Approval of the revised policies was moved by Joe, seconded by Jodi, and passed unanimously.

Old Business

None.

New Business

NYS Annual Report

- Grace reviewed the annual report. Acceptance of the annual report was moved by Dave, seconded by Josh, and passed unanimously.

Adjournment

A motion to adjourn at 7:10 pm was made by Cheryl, seconded by Josh, and passed unanimously.

Next Meeting: 31 March 2025 at 6:30pm.

Respectfully submitted by Joe Cope, Secretary