

**AVON FREE LIBRARY
BOARD OF TRUSTEES MEETING
30 June 2025 | 6:30pm**

Present: Grace Frenzel, Dave Stafford, Jodi DeCarlo, Helen Zamboni, Cheryl MacPherson, Josh Tonra, Saragrace Friday, Ryan Spall, Joe Cope, Becky Stewart, Collin Hayes

Absent: Kevin Patrick

Guests: None

Call to Order at 6:31pm

Public Comment

None.

Minutes of 19 May 2025

Approval of the corrected minutes of 19 May 2025 was moved by Jodi, seconded by Cheryl, and passed unanimously.

Friends' Report

On behalf of the Friends' Group, Ryan gave an update on the raffle fundraiser and planning for the Corn Fest book sale.

Treasurer's Report

Dave reviewed the financial report consisting of the transaction list, the balance sheet for late May and June 2025, and 12 invoices for approval. Approval of the financial report was moved by Jodi, seconded by Cheryl, and passed unanimously.

The tax return has been filed.

Director's Report

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

- Recent and upcoming meetings.
- The roof construction project has been completed and the library has contracted for additional landscaping work around the library.
- Employee Retention Tax Credit payments.
- Required updates to the security system software and cameras. Grace will follow up on long-term upgrade needs for the security system.
- The summer reading program has begun.
- Updates on staffing, staff training and professional development.
- Updates on library programs, events, and workshops.
- Updates on fundraisers, donations, memorials, and grants, including a successful grant from the McGowan Gin Rosica Foundation for the purchase and installation of a universal changing station.
- Updates on circulation, wifi sessions, and door counts.
- There was discussion of appropriate usage of the meeting rooms.

Committee Reports

Facilities (Helen)

No report.

Finance (Dave)

No report.

Fundraising (Becky)

Becky presented a prototype for coasters made from repurposed slate roof tiles that will be sold as a library fundraiser at Corn Fest.

Personnel (Cheryl)

Grace discussed the hiring of a substitute clerk to fill a staffing vacancy. A motion to approve the proposed hiring of substitute clerk was moved by Josh, seconded by Dave, and passed unanimously.

The Personnel and Policy Committees are consulting and will be bringing forth an amendment to the Employee Handbook to address the annual review process for the Director.

Policy (Joe)

See above.

Old Business

Chapter 414 Project

Helen presented a resolution of the Board regarding the chapter 414 ballot proposal. This and the petitions will be delivered to the Town offices on 1 July 2025. Discussions of in-kind services (snowplowing and mowing in the backyard) from the town and village are ongoing.

A motion to adopt the following resolution was made by Jodi, seconded by Saragrace, and passed unanimously.

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE AVON FREE LIBRARY

A meeting of the Board of Trustees of the Avon Free Library was held at 6:30 P.M. on June 30, 2025.

The following Trustees were present, constituting a quorum of the Board: Joseph Cope, Jodi DeCarlo, Saragrace Friday, Collin Hayes, Cheryl MacPherson, Ryan Spall, David Stafford, Rebecca Stewart, Joshua Tonra and Helen Zamboni.

The following motion was made, seconded and unanimously carried:

WHEREAS, there has been presented to the Board of Trustees of the Avon Free Library a petition signed by qualified voters of the Town of Avon in a number exceeding 25, asking that the following question be placed upon the ballot and voted on at the next general election of the Town of Avon:

SHALL THE TOWN OF AVON BE AUTHORIZED TO LEVY AND COLLECT TAXES IN THE ANNUAL AMOUNT OF TWO HUNDRED SEVENTY-NINE THOUSAND DOLLARS (\$279,000) FOR THE OPERATING BUDGET OF THE AVON FREE LIBRARY AND PAY OVER SUCH MONIES TO THE TRUSTEES OF THE AVON FREE LIBRARY

and

WHEREAS, the endorsement of this Board of Trustees of the Avon Free Library is required before such question may be placed upon the ballot.

NOW, THEREFORE, BE IT RESOLVED, that this Board of Trustees hereby endorses the petition presented to it and directs that the following question be voted on at the next general election of the Town of Avon:

SHALL THE TOWN OF AVON BE AUTHORIZED TO LEVY AND COLLECT TAXES IN THE ANNUAL AMOUNT OF TWO HUNDRED SEVENTY-NINE THOUSAND DOLLARS (\$279,000) FOR THE OPERATING BUDGET OF THE AVON FREE LIBRARY AND PAY OVER SUCH MONIES TO THE TRUSTEES OF THE AVON FREE LIBRARY.

Thereupon the resolution was passed by a vote of ten (10) in favor, and none opposed.

The undersigned, Secretary of the Board of Trustees of the Avon Free Library, hereby certifies that the above is a true copy of a resolution passed by the Board of Trustees of the Avon Free Library on June 30, 2025.

New Business

None.

Adjournment at 7:38pm.

Next Meeting on 28 July 2025 at 6:30pm.