**AVON FREE LIBRARY**
**BOARD OF TRUSTEES MEETING June 29, 2026 | 6:30pm**

**Present:** Grace Frenzel, Helen Zamboni, Josh Tonra, Ann Younger, Catherine Loomis, Ryan Spall, Jodi DeCarlo, Becky Stewart, Collin Hayes.

**Absent:** Saragrace Friday, Cheryl MacPherson, Kevin Patrick.

**Guests:** None.

**Call to Order at 6:33 p.m.**

**Public Comment:** None.

**Minutes of May 2026:** Submitted for approval. Catherine moves, Ann seconds. Passes unanimously.

**Backyard Project Updated** (Grace): Helen recorded the amendment to the easement with the church today. The Library was not on the agenda for the Avon Planning Board meeting in May. Code Enforcement Officer (Bob Alexander) asked that the plans be resubmitted without the shelter plan, because it was not part of the application that was submitted. At the time we did not know how we were going to pay for the shelter. They were resubmitted to the Village Planning Board, but not in time for the May meeting.

Grace then wrote a letter to the Mayor and Trustees pointing out discrepancies between what the Code Enforcement Officer was asking of us to get before the Planning Board and what was required in the Village Code. The Village had concerns about potential flooding and drainage issues west of the Library. Memo was put together on short notice to answer the Village's questions in time to get before the Planning Board in June. However, at the Planning Board meeting, the Board had not seen the site plans. Scheduled for a special Planning Board meeting before the next Village Board meeting, on July 1, 2026. The Village Board meeting is then on July 6, 2026. Contractor will be coming with Grace to the special Planning Board meeting.

In the meantime, we have now received funding for the shelter, but it will be done on a separate application to give us time to prepare and to get the work done on backyard project.

**Friends Report** (Ryan): No update; Ryan is waiting on the minutes from this month.

**Treasurer's Report** (Jodi, with Kevin absent): Kevin sent out the reports last week. Jodi reviews the Profits/Loss Statements and Balance Sheets. We were not receiving National Grid invoices,

but those have now been received. Balance vs Actual is favorable. Nine vouchers submitted for approval. Ryan moves, Collin seconds. Unanimously approved.

**Director's Report** (Grace): Livingston County Library Association is going to be at the Geneseo Farmer's Market this summer, on Thursday afternoons – library directors will rotate appearances. We have been recommended (approved) for 90% of the cost of the shelter project. Grace will submit the SHPO application for approval. It will not be paid out until Spring/Summer 2027, so there may be a temporary funding gap. Two outstanding construction projects (roof and front entrance) were closed out and the final 10% will be paid out.

A third bathroom will be included as part of the prospective elevator project, and a universal changing table has been ordered (per the grant), but will need to be stored until that project gets off the ground.

Staff meeting went well. Phone upgrade went well and fax service has been restored.

Several memorial donations in honor of Mary Lou.

Additional grant for the backyard project was received from Lisk Morris Foundation.

Trying to figure out why circulation numbers are down, because it does not line up with door counter numbers or inter-library loan numbers.

Summer reading program kicked off today. 81 signed up as of the start of the meeting.

**Committee Reports:**

- **Facilities** (Helen): Nothing else to report.
- **Finance** (Jodi): Will be addressed in new business.
- **Fundraising** (Becky): Fundraising levels have been established but waiting to see what the final plan was going to look like to give sponsorship levels. Potential donors are interested in benches (there are other things that can be sponsored). Other grants to pursue, we got the Lisk grant. Still need to figure out whether possible community mural will go forward, because it would be part of sponsorship level.
- **Personnel** (Josh): Nothing to report.
- **Policy** (Josh): Will be addressed in new business.

**Old Business:** None.

**New Business:** ACH Authorization for Ingram Library Services submitted for approval. Jodi moves, Ann seconds. Passes unanimously.

OWWL System Direct Access Plan submitted for approval. Becky moves. Collin seconds. Discussion regarding the underserved communities (York, Conesus, aged population, and those whose first language is not English, home bound all identified as underserved communities). Language is as follows:

The Avon Free Library Board of Trustees approves the OWWL Library System 2027-2031 Direct Access Plan as required component of the OWWL Library Systems 2027-2031 Plan of Service, pursuant to Commissioner's Regulation § 90.3, which requires approval by a majority of member library boards before the plan may be submitted to the New York State Education Department, and directs the Board President to sign the Direct Access Plan Statement of Agreement to forward a copy of the minutes and the agreement form to the OWWL Library System Director.

Passes unanimously.

Discussion regarding 2027 Budget Planning. The urgency to get this done was artificial, as we have until August to submit any sort of Budget Proposal to be voted on in the November election.

Jodi prepared and circulated operating budget overview and took the Board through it. Significant decrease in income from interest because money that is generating that interest will be paid out as part of the Backyard Project (about a $10,000 decrease). We also get a good deal of money from donations (which can change year-over-year).

We are also looking at potential increases for mowing, snow removal, landscaping and shoveling ($8K). These are estimates of estimates, because we don't know what our needs will be with the Backyard Project.

Labor costs will increase. Discussed potential pay increases for staff. $10K increase if it is the highest scenarios discussed by the Finance Committee.

Most other expenses are flat or small increases.

Jodi did a cash flow report to determine how it would look from an operational perspective.

Total shortfall could be $30,000. To make up for that shortfall by a budget increase on the ballot would be 11%.

We have not had an increase since 2024. Leading up to 2024, there was an increase every year from 2021. There will be elections every year, as the Town Justice elections are conducted in odd years and are exempt from the change to only even years.

After discussion, there is a proposed levy increase of $30,000. Ryan moves, Jodi seconds. Passes unanimously.

Moved onto discussions about the Backyard Shelter and the timing of it. We might have to push it off until next year just because of the issues with the Village Planning Board, but there are good reasons to push forward with it and explore a line of credit to make up for a potential shortfall, which is only a timing issue and not due to a lack of resources. The line of credit would only be needed in the short term.

After discussion, proposal to make application for line of credit if needed for capital aid funding. Josh moves, Jodi seconds. Unanimously passes.

**Adjournment:** 8:06 p.m.

**Next Meeting: July 27, 2026**

Respectfully Submitted,
Joshua Tonra
Secretary