AVON FREE LIBRARY
BOARD OF TRUSTEES MEETING September 28, 2026 | 6:30pm

Present: Grace Frenzel, Saragrace Friday (substitute Secretary), Catherine Loomis, Ryan Spall, Jodi DeCarlo, Collin Hayes, Kevin Patrick (substitute President), Ann Younger, Becky Stewart, Cheryl MacPherson

Absent: Josh Tonra, Helen Zamboni

Guests: None.

Call to Order at 6:30 p.m.

Public Comment: none
Minutes of July 2026: Submitted for approval several spelling changes. Jodi moves, Ryan seconds. Passes unanimously.

Friends Report (Ryan): Book sale was a success made over $3000. Currently looking to have a free program with Conservancy for hikes- looking to November. Upcoming elections for officers. Some concerns of book storage with ongoing construction,

Treasurer's Report (Kevin): Reviewed transaction report – nothing out of the ordinary for July/August. The CD came due on the renovation account and was moved to savings. Niagara Mohawk bill reflects actual after 2-3 month estimated bills. YTD we are only over budget minimally and all should normalize. Payment made for unemployment insurance. Downpayment paid on Amphitheater to Porter Corp. Paid accounting fees were within budget. Budget vs. Actual donations and public support are down but we are up in grants and interest. Some donations and money from the Comptroller are still coming. Under budget on labor but should flatten out with September payment. Low on operations but OWWL has not come in. Vouchers for payment (nine total) reviewed and submitted for approval. Ryan moves, Jodi seconds. Unanimously passed.

Director's Report (Grace): Backyard project-Paul noted the slow progress. Has been in contact with the contractor. The plans for the Amphitheater have been received. The front sign is being refurbished and a new sign will be placed out back-signs will be blue and will match. Interpretive signs are to be posted near pollinator, shade, and wetland areas. Grace is in contact with the designer to finalize plans. A dead Ash tree is falling from neighboring property onto a Walnut tree on library property. Grace is in talks with the neighbor to have the trees removed. Amendment to scope of 2023 construction aid is necessary for funding of Backyard and Parking lot. 2 Hires. 1 permanent clerk and 1 substitute clerk. Security vulnerability with email and data breaches make it necessary to move to multifactor identification. Grace would like to invest in passkeys and avoid

having employees use personal devices. Several grants were received. Grace is working on a partnership with the Rochester Speaker series. Need Halloween volunteers to hand out candy. Brief discussion of circulation numbers.

Committee Reports:

- **Facilities** (): Nothing to report. Helen is absent.
- **Finance** (Kevin): Nothing to report.
- **Fundraising** (Becky): Sponsorship levels have been set, encourages having material on hand to explain all sponsorship opportunities.
- **Personnel** (Cheryl): Meeting will take place Wednesday. Nothing to report at this time.
- **Policy** (): Nothing to report. Josh is absent.

Old Business: None.

New Business: Review of personnel change report Cheryl moves to adopt, Becky seconds. Amendment to recurring payment for 2026. Cheryl moves, Jodi seconds. Amphitheater assurances form approval. Saragrace moves, Ryan seconds. Minimum standards compliance for 2026 discussion. By Oct. 14th the Policy Committee needs to have materials ready. There will be a Board opening in January.

Adjournment: 7:37p.m. Cheryl moves, Becky seconds

Next Meeting: October 26, 2026

Respectfully Submitted,
Saragrace Friday
Secretary substitute