

**Avon Free Library
Board of Trustees Meeting
April 22, 2019 6:30 PM**

Present:, Chris Ryan, Josh Tonra, Cindy Zhe, Joe Cope, Maureen Wheeler, Rebecca Budinger- Mulhearn, Brenda McKeown ,
Absent: Tim Batzel (Village Board Liaison), Paul Drozdziel (Town Board Liaison), Peggy Tirrell, Amy Peri

Public Comment: None

Friends Group: No report from the Friends Group today. Amy is out of town.

Minutes: Josh moved to approve the minutes of the March 25, 2019 meeting. Chris seconded and the motion carried.

Treasurer's Report: Joe moved to approve the Budget Report and Balance sheet. Josh seconded the motion which passed unanimously. Chris moved to approve payment of 8 invoices awaiting payment as presented. Joe seconded the motion which carried. We have received \$1000 from the Town of Avon.

Director's Report: Rebecca submitted a written report. A few highlights:

~Rebecca attended a meeting on 4/4/19 at the County Historians Office in Mt.Morris in which preparations for a 200 year celebration of the establishment of the County was discussed. Libraries are going to be asked to help with this celebration.

~On May 6, 2019 our library and the Phelps Library will be visited by several Southern Tier Library Systems members. They will be interested in seeing our recent renovations as well as the Phelps STEM initiatives.

~YTD we have counted 9383 visits to the library!

Committee Reports:

Policy. Joe reported the committee has worked on revisions to the AFL Constitution and By-Laws. We will vote on these revisions at the May meeting.

Finance/Facilities: Chris and Rebecca have met with Paul Drozdziel to schedule our next renovations project for 2019. There are 5 pieces to this project:

1) Mechanical— new boiler/hot water heater/AC installation to be installed by September before the cold weather sets in.

2) New external doors for all entrances to be installed before the end of August. There will need to be some work done to the back children's entrance sidewalk due to drainage issues. Since we must order these doors 8-12 weeks prior to the end of August installation date, the committee recommended we pre-approve payment for these.

3) TSG will install card readers to these doors instead of keys.

4) Generator installation will be sometime after July 1st, when we will hopefully receive the NYS Construction Aid \$\$.

5) Fireplaces. The quote that was obtained did not meet the expectations for the committee. Paul will be pursuing another vendor for a quote for this part of the project. The committee recommended we pre-approve fund for work on this project.

Chris made a motion that the board approve expenses to pre-order the external door and fireplace equipment so these things can be completed this summer. Cindy seconded the motion. It was approved unanimously.

There was discussion concerning our funds from the Brown Trust in the hands of the Rochester Community Foundation (RCF). Chris gave a history of how these funds came to the AFL and the parameters with which we need to operate to access them. If we do not make use of these funds annually, they will go to other libraries or a Health Care trust that was also set up by the Browns. Chris felt that an excellent use of these funds would be to work with PLS on the upcoming 2020 Census electronic mandate. There will be a need to collaborate with neighboring libraries for training and outreach activities. These funds might be able to help with this outreach. Further investigation on what this might look like needs to be investigated.

Chris made a motion that the board approve further investigation of RCF funds to work with PLS for census outreach activities within the 4 county area. Josh seconded the motion which was passed by all.

Personnel: none

Old Business: The AFL has been invited to speak at the May 6, 2019 Avon Village Board meeting to take place at 6PM. Rebecca and Maureen will present information regarding the library's programming, outreach, facilities, and financial health. All board members are encouraged to attend.

New Business:

See the above motion made to pre-approve expenses for external doors and fireplaces.

Chris moved to adjourn the meeting with Brenda seconding the motion. Motion carried.

Next meeting is scheduled for May 20, 2019 at 6:30pm.

Respectfully submitted,

Cynthia R. Zhe

Approved by the Board of Trustees on May 20, 2019