

## AVON PUBLIC LIBRARY BOARD OF TRUSTEES

February 14, 2024

AVON TOWN CLERK  
REC'D MAR 14 2024 AM 10:03

In attendance: Dylan Benoit (Assistant Director), Chuck Comeau (Chair), Elise LaForge (Director), Nancy Puckett (Member)

### MINUTES

1. Call to Order
  - a. 9:35am
2. Approval of Minutes of
  - a. 1/17/24- Minutes approved by Chuck and Nancy
3. Future meeting dates
  - a. Mar 12 @ 9:00am
4. Old Business
  - a. Building maintenance
    - i. Roof
      1. On January 6 an insurance adjuster visited the library to look at the roof alongside the team from Weston & Sampson. Initial findings point to the flashing where the roof connects to the sidewall and windows as the problem.
      2. We will likely schedule a few minor repairs to prevent more water from coming in, Weston & Sampson would like to be here to look at a cross section of the roof so they can make recommendations for larger repairs/replacement/ect
    - ii. Security cameras
      1. The security camera funds request is being pulled from the Town Meeting warrant. The Town Administrator has instructed the Directo and IT to work together to come up with a plan to get the project done with \$36,847- \$27,887 from a current article and the remainder from ARPA funds, pending approval by the Select Board.
      2. Chuck will also reach out to CC Teknologies for a quote on the work.
  - b. Needs assessment
    - i. The team from Weston & Sampson visited the library on February 6 to do their initial walkthrough of the property. They are working on an initial report and then we will schedule a meeting to discuss the needs and wants of the Town and other stakeholders.
5. Director's Report
  - a. After school report
    - i. Overall, the after-school atmosphere has been good.
    - ii. There is currently one student who is not allowed to visit the library without the supervision of an adult.

iii. There are currently 5 students who have been advised to set-up a meeting with the Director and a parent/guardian if they wish to continue using the library.

b. January statistics

i. In-person visits: 2,356

ii. Programs: 17

1. Attendance: 94

iii. Circulation: 2,604

iv. Hoopla & Overdrive: 649

v. Items added: 345

c. Financial Report

i. See provided report

6. Adjourned

a. 10:26am