

Avon Public Library

Trustee Meeting, Tuesday November 12, 2019

Called to order at 5:30 at the Avon Public Library 280 West Main Street.

Present: Chuck Comeau, Paul Chute, Julie Murray, Library Director Ann Fogg

Next Trustees meetings scheduled for:

- Tuesday, December 10, 2019 at 5:30 PM
- Tuesday, January 14, 2020 at 5:30 PM
- Tuesday, February 11, 2020 at 5:30 PM

TOWN OF AVON
2019 NOV 15 A 8:59
TOWN CLERK

Motion to approve meeting minutes from October 23, 2019 made by Chuck, 2nd by Paul.

Old Business:

Roof: Final sign-off waiting for the architect's approval.

Lobby Renovation: A second Pre-Bid Meeting being held on November 20, 2019, 10:00AM at the Library. Meeting is mandatory for anyone interested in bidding on the lobby renovation.

Window Film for Cove Windows: Estimate received from Dwyer's Glass for 24 lites (window coverings).

New Business:

Budget Draft: Ann has created a draft budget for the FY 2021.

Christmas /New Year's Eve Closings: The Library will be closed on December 24 and December 25. The Library will close at 4:30 on December 31, 2019, remain closed on January 1, 2020 and reopen on January 2, 2020 for regular hours.

Town Employee Recognition Program: Town will hold a program on November 22, Ann and Joan will be recognized for length of service to the Town. The Library will close at 11:45 so that staff will be able to attend the luncheon.

Christmas Lights for the Library: Lindeholm Electric has the lights used last year. Ann will ask them to put up lights.

Director's Report:

Budget: Ann updated us on our General Accounts, providing balances and %spent.

Reviewed Circulation Statistics

A program, The Black Cats of Amerherst, co-sponsored by Council on Aging and the Friends of the Library was presented in early November. Lunch and a bus was provided. The Serial Killers of Massachusetts program, sponsored by the Friends was also well received.

OCLN will be providing online newspaper subscriptions.

RB Digital will be providing a larger selection of online magazines.

Action Items

Current Policies:

Avon Public Library Inclement Weather Policy: Per policy updating, the Weather Policy was reviewed. Paul made a motion to adopt the policy, 2nd by Julie. Vote was unanimous

November 12, Minutes read and reviewed. Motion to accept the minutes by Chuck, 2nd by Paul. Motion to adjourn the meeting at by Julie, 2nd by Paul. Both votes were unanimous. Meeting adjourned at 7:00PM.

Respectfully Submitted,

Julie A. Murray