

Avon Public Library

Trustee Meeting, Tuesday August 13, 2019

Called to order at 8:00 AM 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, September 17, 2019 at 5:30 PM
- Tuesday, October 8, 2019 at 5:30 PM
- Tuesday, November 12, 2019 at 5:30 PM

TOWN OF AVON
2019 SEP 23 A 7:58
TOWN CLERK

Old Business:

Roof: Roof work will begin on August 21 and will continue through August 25. Library will be closed to patrons during this time. The library will also be closed on August 26, for cleaning. Library will re-open to patrons on August 26, 2019. New bill for change order work was approved and will be paid.

Strategic Plan: Survey was completed and collected, with just under 70 responses. Results are being tabulated. Ann will hold informal community forum at the COA on August 22. She will be asking "What do you like about the library?" "What would you like to see changed?" This will be the second community forum.

List of outstanding meeting minutes: The following are still outstanding: 4/1/2019, 4/16/2019, 12/4/2018, 11/05/2018

New Business:

Lobby Renovation: Bid for renovation will not take place until after the roof is completed. Ann spoke with Greg Enos, she will be included in the process when time-lines for work within the library are being created.

Director's Report:

Pay Scale for part-timers: Ann will present to the Board of Selectman recommended Step increases for several salaries of non-union employees. Ann will present on August 22.

Cleaning of library after roof: We have received one quote, we are waiting for several more before a cleaning company is chosen.

Museum pass usage report: Passes are being used extensively. Ann would like to investigate and consider buying an on-line service which would allow the patrons to go on-line and view and reserve passes. The site would also allow for links to the locations where passes are being offered.

Action Items

Current Policies:

Responsibility for Collection Development: Policy reviewed. Chuck made a motion to accept the policy with noted corrections, 2nd by Julie.

August 13 Minutes read and reviewed. Motion to accept the minutes by Julie, 2nd by Paul.

Motion to adjourn the meeting at by Paul, 2nd by Chuck. Meeting adjourned at 8:57.

Respectfully Submitted,

Julie A. Murray