



ALFRED BOX OF BOOKS

AGENDA BOARD MEETING Monday, September 20th, 2021 4:00 PM

1. Approval of minutes: August 9th, 2021
2. Treasurer's Report: August 2021
3. Director's Report: August 2021
4. Old Business:
 - Focus Group Report – September 18th, 9:30 – 11
 - 1 Hour Yearly Training Needed for Trustees
5. New Business:
 - Open Meeting Law and Future Meetings
6. Other
7. Next meeting (Monday, October 11th @ 4:00pm)
8. Adjournment



August 2021 Director's Report

Meetings Attended:

- 8/2- HEOP Students
- 8/10- Public Hearing regarding parking in Alfred
- 8/18- ILS Meeting
- 8/24- Allegany County Directors- Re: Communities for Immunity grant
- 8/24- Communities for Immunity Webinar
- 8/25- Digital Inclusion Grant Webinar

Activities/ FYI:

- Did not get funded for NASA @ My Library ☹️
- Melanie organized and completed application for Communities for Immunity grant on behalf of all Allegany County libraries. This grant works to address COVID-19 vaccine hesitancy.
- Libraries Transforming Communities grant project- *Perspectives from the Pandemic*. Collected 13 paintings from Makers on Main. Attended farmer's market on August 29 and collected 14 additional paintings. We will be at the market on September 19 and October 10 to collect more paintings. Paintings will be shown at the ArtWalk on October 21.
- ILS clean up projects- STLS has purged inactive Alfred patrons from the ILS. (Patrons with no activity 6 years, no bills). This will impact our annual report for # of cardholders, but it will be more accurate.
 - We are working in-house on consistency for item location/ item type. This is starting with cataloging and creating a "cheat sheet" for locations/types. Now we are working on cleaning up each location and item type. We've completed picture books and are working on adult fiction.
 - This will make running reports easier in Blue Cloud Analytics (fewer item locations and types)
 - Consistency for patrons in STARCat.
- We have canceled standing orders with Baker & Taylor (children's) and Brodart (Adult fic). We are moving to Ingram. Many popular adult fic items back ordered. Ingram allows us to review list before shipping, so I can remove items we may not necessarily want (i.e. Erin Hunter).

Programming Report

- August 3: Star Talk 7A
- August 3: True Crime Book Club: 1A
- August 5: Animal Yoga: 5A; 8C

- August 12: Hula Hoop Program (Ben Berry): 10A; 17C
- August 17: Star Talk: 6A
- August 31: Star Talk: 8A
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Take and Make Kits:

Parrot: 30 kits

Lightning Bugs: 30 Kits

Technology Report

Statistics-

	2021	2020
Circulation	1005	631
Holds Received	234	162
Holds Filled	297	290
Users Added	6	1
Items Added	113	94
eBooks	115	111
Audiobooks	120	117
ILL	6	n/a
RB Digital/ Overdrive Magazines	10	4

Goals for September

- Diversity Audit Presentation for STLS Gather and Grow: Cultivating Inclusive Communities
- Cataloging Committee- sharing info on decolonizing the catalog
- Focus group- sharing information with Odessa

Respectfully Submitted,
Melanie A. Miller



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Board Meeting Minutes Parish House Monday, September 20th, 2021

Present: Allison Snyder, President; Lesley Brill, Treasurer; Megan Parry; Pat Crandall; Sam Frechette; Mechele Romanchock; Amy Powers; Maria Rhone, Secretary

Also Present: Melanie Miller, Library Director

President Allison Snyder called the meeting to order at 4:05 pm.

- 1. Approval of minutes: August 9th, 2021:** Megan moved the approval of the August minutes, Pat seconded. The minutes were approved.

- 2. Treasurer's Report: August 2021:** Pat moved to approve the August report, Allison seconded. The August report was approved. Les reported no problems in the financial report. The library will be in good shape as taxes come in soon.

- 2. Director's Report: August 2021:**
 - a. Melanie reported receiving the Communities for Immunity grant, although there have been issues with getting speakers to participate.
 - b. Melanie is working on creating in-house consistency with item location/item type. This will allow patrons to find items more consistently and easily in STARCat.
 - c. The standing orders with Baker & Taylor and Brodart have been cancelled. The library is now subscribing to Ingram, which will give Melanie more control over shipped items.

- 4. Old Business:**
 - Focus Group Report (From September 18th): There was a smaller community turnout than was hoped for, so data was limited. Melanie, Megan, and Pat shared some of the remarks from the meeting. Some of the bigger issues addressed were communication, parking, and location. Overall, the remarks were predictable and about issues that the library was already aware of. Allison will look into all of the previous research

(regarding a community center/new library location) that has already been done by the library and compile it into one location. Mechele commented on the need for transparency between the library and the community as we go forward with future library plans. Future focus groups will be scheduled to keep the community informed and engaged in this process. Melanie will specifically reach out to teens and homeschooling families since both groups have not yet been represented well in our data. Allison and Melanie will need to talk to Alfred University regarding options for moving forward.

- 1 Hour Yearly Training Needed for Trustees: Allison will resend the links to online trainings. All trustees will need one hour of training before the end of the calendar year.

5. New Business:

- Open Meeting Law and Future Meetings: We are allowed to go back to zoom meetings. The board decided that we will make the decision to meet virtually or in person on a month to month basis.

6. Other:

- Melanie mentioned that STLS is looking for a new board member to be a representative at the system level. If anyone is interested or has questions, contact Brian H.

7. The next meeting is Tuesday, October 12th @ 4:00pm at the Parish House.

The meeting was adjourned by Allison at 4:53 pm.

Respectfully submitted,

Maria Rhone, Secretary