



ALFRED BOX OF BOOKS

AGENDA BOARD MEETING Monday, December 13th 2021 4:00 PM

1. Approval of minutes: November 8th, 2021
2. Treasurer's Report: November 2021
3. Director's Report: November 2021
- 4 New Business:
 - Budget
 - Tax Cap Vote
5. . Old Business:
 - Sexual Harassment Training
6. Other
7. Next meeting (Monday, February 7th or 14th @ 4:00pm via Zoom)
8. Adjournment



November Director's Report

Meetings Attended:

November 3-5: NYLA Conference: Keynote speaker Robert Kolker; DEI Toolbox; Inspiring Voices in Libraries; Teen Programming During the Pandemic

11/3- Phone call with ALA re: American Rescue Plan Humanities Grant application

11/17-Director's Advisory Council

11/17-Tech Topics with Tom Re: Office 365

11/19- Interview Alfred State student

11/23- ALA ARP Grant Zoom Session

Activities/ FYI:

- Working on ALA American Rescue Plan Humanities Grant application
- Filming for Communities 4 Immunity project complete.
- Hosting Linda Kosa at library as part of Communities 4 Immunity project. Linda is a health navigator working with the Department of Health. She will be at various libraries throughout the county to provide information and help people sign up for vaccinations.
- Submitted grant application to Penguin Random House for Small/ Rural Libraries
- Working with Cornell Ornithology Lab for Project Feederwatch. Will install a birdfeeder for some passive-type programming to maximize outdoor space.
- Staff scheduling due to budget concerns.
- Working on DEI Newsletter with Alex Andrasik from Penn Yan.

Programming Report

- 11/1- Teen Subscription Kits- 10T
- 11/1- Take and Make: DIY Puzzle: 27
- 11/2- True Crime Book Club- 8A
- 11/9-Star Talk- 5A
- 11/15- Take and Make: Cards for Ardent Solutions: 10

- 11/23- Star Talk 7A

**Technology Report
Statistics-**

	2021	
Circulation	818	
Holds Received	208	
Holds Filled	264	
Users Added	0	
Items Added	99	
eBooks	102	
Audiobooks	85	
ILL	3	
Magazines	9	

Goals for December

- Wrap up Communities for Immunity

Respectfully Submitted,
Melanie A. Miller



ALFRED BOX OF BOOKS

Zoom Meeting Minutes Monday, December 13th 2021

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

Also Present: Melanie Miller, Library Director; Rima O'Connor, Technology Coordinator

President Allison Snyder called the meeting to order at 4:01 pm.

- 1. Approval of minutes from November 8th, 2021:** Megan moved to approve the November minutes, Allison seconded. The minutes were approved.
- 2. Treasurer's Report:** Pat moved to approve the November treasurer's report, Megan seconded. The November report was approved. There were no unusual expenses to report. Les recommends adding \$4,000 to the savings account, which will ideally go toward a future building project. Allison moved to approve this amount, Debbie seconded. All were in favor.
- 3. Director's Report from November 2021:**
 - a. Melanie reported applying for two new grants: an American Rescue Fund grant and a Penguin Random House small grant.
 - b. Melanie is also working on a DEI (Diversity, Equity, and Inclusion) quarterly newsletter.
Melanie reported
 - c. Melanie reported a conversation with a patron regarding occupancy limits. The current policy allows four people in the library at one time. The board revisited the policy and determined that the language could be updated/changed to say, "Occupancy may be limited based on small space of library". Melanie will update the signage at the library.
- 4 New Business:**
 - Budget:
The budget was reviewed. The 2022 budget will show a deficit in some areas due in part to the suspension of the work study program in 2020 and a need to pay workers out of the budget, a lack of fundraising/donations during the

pandemic, and the overall cost of utilities increasing. Melanie has reduced worker hours and cut costs in other areas as much as possible. Allison called a vote to adopt the budget and all were in favor.

- **Tax Cap Vote:**

Allison moved to override the tax cap for the 2022 budget and Deb seconded. Whereas, the adoptions of the 2022 budget for the Alfred Box of Books Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-C adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Alfred Box of Books Library voted and approved unanimously to exceed the tax levy for 2021 on this day, December 13, 2021.

5. . Old Business:

- **Sexual Harassment Prevention Training:** Board members and staff (Pat, Maria, Deb, Allison, Rima, and Melanie) completed the interactive portion of the training. All others have already completed the yearly training or will complete it soon with Melanie.

7. The next meeting will be on Monday, February 7th @ 4:00pm via Zoom.

Recurring Meeting Link:

<https://us02web.zoom.us/j/81442279572?pwd=OUpENXMyb0xOdnFZSmlVYUc5eEVFUT09>

Meeting ID: 814 4227 9572

Passcode: 410792

Dial by your location

+1 929 436 2866 US (New York)

The meeting was adjourned by Allison at 5:17 pm.

Respectfully submitted,

Maria Rhone, Secretary