



## **ALFRED BOX OF BOOKS**

### **AGENDA BOARD MEETING**

**Tuesday, October 12, 2021**

**4:00 PM**

1. Approval of minutes: September 20<sup>th</sup>, 2021
2. Treasurer's Report: September 2021
3. Director's Report: September 2021
4. Old Business:
  - 1 Hour Yearly Training – Does not begin until 2022
5. New Business:
  - Executive Session – Payroll Review
6. Other
7. Next meeting (Monday, November 8<sup>th</sup> @ 4:00pm)
8. Adjournment



## September 2021 Director's Report

### Meetings Attended:

- 9/9- Assessing Your Website: Making Your Website Accessible
- 9/10- We Need 2 Talk (STLS)
- 9/14- Allegany County Library Association
- 9/14- Met with Lyndsie Guy (STLS) RE: Diversity Audit Presentation
- 9/16- DEI Committee
- 9/16- Assessing Your Website: How to Benchmark What You've Got
- 9/22- Communities for Immunity Webinar for Grantees
- 9/23- Assessing Your Website: Practical Tips for Redesigning Your Website
- 9/29-Director's Advisory Council

### Activities/ FYI:

- September 18- Focus Group with Community; holding 2 follow up focus groups. Friday October 1 for homeschool families and Monday October 4 for teens and tweens
- Third Issue of DEI Newsletter
- Humanities NY Grant Reports finished and submitted
- Permission to show *Kiss the Ground* documentary with Ron Foster from Alfred State and Kevin Adams from Alfred University
- Communities for Immunity grant was publicly announced; accepted award; working with ACDOH to find speakers.
- Updated website with board documents from 2020 and 2021
- Major Projects: Strategic plan (finish up focus groups; write draft); Perspectives from the Pandemic (LTC Grant); Communities for Immunity Grant (organize filming); Diversity Audit Presentation (STLS Gather and Grow Event); NYLA Presentation (Talking to Kids About Race)

### Programming Report

- Teen subscription kits- 10T
- True Crime Book Club: 5A
- Star Talk with Mary Lu: 6A
- Star Talk with Mary Lu: 5A
- Banned Books Trivia Night: 0
- Take & Make: Funny Face Flip Book: 29

## Technology Report

### Statistics-

	2021	2020
Circulation	1063	518
Holds Received	234	142
Holds Filled	270	296
Users Added	2	3
Items Added	92	112
eBooks	117	103
Audiobooks	101	101
ILL	4	n/a
RB Digital/ Overdrive Magazines	36	5

### Goals for October

- Draft of Strategic Plan for November Meeting
- Communities for Immunity- delegate tasks to other directors; complete filming
- Prepare for NYLA Presentation

Respectfully Submitted,  
Melanie A. Miller



## **ALFRED BOX OF BOOKS**

### **Board Meeting Minutes Parish House Tuesday, October 12, 2021**

**Present:** Allison Snyder, President; Lesley Brill, Treasurer; Pat Crandall; Sam Frechette; Amy Powers; Debbie Stephens; Maria Rhone, Secretary

**Excused Absences:** Megan Parry; Mechele Romanchock

**Also Present:** Melanie Miller, Library Director

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

1. **Approval of minutes: September 20<sup>th</sup>, 2021:** Pat moved the approval of the September minutes, Allison seconded. The minutes were approved.
2. **Treasurer's Report: September 2021:** Deb moved to approve the September report, Maria seconded. The report was approved. Les reported that everything looks good, especially with tax money coming in soon. He mentioned that he had looked into investing some funds into a high interest account, but felt as though we don't have enough extra money to do so presently. Instead, he recommended that we hold off on investing and keep some savings on hand for emergency use.
2. **Director's Report: September 2021:** Melanie reported some of the major projects happening:
  - Perspectives from the Pandemic- This will be concluding during the October art walk with an art show and conversation about the work.
  - Communities for Immunity Grant- Melanie is reaching out to local doctors and the St. Bonaventure physician assistant program to find speakers.
  - Melanie will be presenting on Nov. 5<sup>th</sup> at NYLA. (New York Library Association)
  - Melanie is working to start a conversation about restorative agriculture and sustainability using the *Kiss the Ground* documentary.
  - Updating website and consolidating documents, updating the strategic plan and working on a new strategic plan

- Although nobody participated in the last two focus groups targeting homeschoolers and teens, Melanie was able to talk to some homeschooling families/teens on separate occasions to gather more data.

**4. Old Business:** The 1 Hour Yearly Training does not begin until 2022, so board members will not need to start training until the new year. All board members do need to participate in annual sexual harassment training. Melanie will offer training in December.

**5. New Business:** The board went into Executive Session at 4:24 pm to review payroll.

6. The next meeting (Monday, November 8<sup>th</sup> @ 4:00pm at the Parish House)

The meeting was adjourned by Allison at 4:36 pm.

Respectfully submitted,

Maria Rhone, Secretary