



## **ALFRED BOX OF BOOKS**

### **AGENDA BOARD MEETING Monday, June 14<sup>th</sup>, 2022 4:00 PM (In Person)**

1. Approval of Minutes: May 10<sup>th</sup>, 2022
2. Treasurer's Report: May 2022
2. Director's Report: May 2022
3. Old Business:
  - Open meeting laws
- 4 New Business:
  - New Board Member
5. Other
6. Next meeting (Tuesday, August 9<sup>th</sup>, 2022)
7. Adjournment



**May 2022  
Director's Report**

**Meetings Attended:**

- 5/12- Cost Share Committee
- 5/18- ILS Meeting
- 5/19- Job Now Training
- 5/24- DAC By law committee
- 5/25- Directors Advisory Council (DAC)

**Activities/ FYI:**

- Cost share negotiations with the DAC continue. The committee submitted 5 proposals to the DAC for considerations, with varying levels of investment. STLS also provided information on the cost to add additional digital services such as Ancestry, Hoopla, or other steaming-type services.
  - Proposed ILS Cost Share has gone down. DAC must decide on how to budget for digital contributions.
  - DVD and physical audiobook circulation has decreased system-wide over several years.
  - DAC representatives will reach out to the member libraries they represent for feedback. Melanie is one of two representatives for libraries with a population between 5,000-14,999.
  - Negotiations will continue. The DAC will make a recommendation to the STLS board that is equitable for all libraries.
- Budget vote passed 250/127 (66% approval rating). We average 71% approval rating.
- Our proposal to Community Bank has been submitted, and we're just waiting for response. Melanie will follow up with Beth Plaisted (Alfred Branch) in June.
- Working on Summer Reading- finalizing marketing, website, registration forms, planning, etc.
  - Most programs will be available via Niche Academy as well so patrons can follow along if they can't make it to the program in-person. We will have limited supplies available for patrons to follow along at home.
- Renewed Corning Museum Passes and Empire pass. Empire Pass is good for 3 years. It had been checked out 26 times. We have 4 Corning Museum Passes that have been checked out 10, 11, 12, and 16 times. Decided not to renew Rockwell passes as they had only gone out 3 times. Working on promoting these passes.
- Promoting seed library. Since October 2019, the seed library has been used 124 times.
- Working with Alex Andrasik (Penn Yan) on Empathy Building for DEI Committee. Working on resources for children, teens, and adults.

- Received \$750 grant from Foundation for Southern Tier Libraries. This will add large print items to the collection.
- STLS has announced COSAC Funding applications are available as well as a DEI microgrant. Melanie will pursue both applications.
- Filing and organizing invoices/packing slips. Lori has suggested that packing slips be saved and stapled to invoices and maintained on file.

### Programming Report

- True Crime Book Club- 7A
- Grow Your Own Gardening- 2A
- 1,000 Books Before Kindergarten Sign up (Bluey Party): 7C; 2A
- Easter Egg Hunt- 50+
- Grow Your Own- 2A
- Kids Classics Book Club- 4C; 3A (Virtual)
- Storytime- 5/4- 4C; 2A
  - 5/11- 7C; 3A
  - 5/18- 2C; 2A

### Technology Report

#### Statistics-

	2022	2021
Circulation	1277	943
Holds Received	340	275
Holds Filled	216	250
Users Added	6	2
Items Added	86	90
eBooks	121	130
Audiobooks	100	152
ILL	1	0
Magazines	23	21

\*Digital circulation +4 from OWWL (Pioneer Library Sytem) +0 FLLS (Finger Lakes Library System)

#### Goals for June

- Successful summer reading
  - More registrations than last year!
- Starting storytimes with Montessori/Lovin' Arms (Will wait until September).
- Claire Volk will be joining us for the summer to help with summer reading programming.

Respectfully Submitted,  
Melanie A. Miller



## ALFRED BOX OF BOOKS

### BOARD MEETING

Tuesday, June 14, 2022  
4:00 PM

**Present, in person:** Lesley Brill, Treasurer; Pat Crandall, Megan Parry.

**Present, via Zoom:** Deb Stephens, Vice-president; Mechele Romanchock.

**Also present:** Melanie Miller, Library Director.

**Absent:** Allison Snyder, President; Sam Frechette, Amy Powers.

Due to the absence of President Allison Snyder, Vice-president Deb Stephens ran this meeting.

1. **Approval of Minutes**, May 10 2022: Pat Crandall moved to approve, Deb Stephens seconded; the Minutes were approved.
2. **Treasurer's Report:** Les Brill reported something more than 71k in the checking account, which includes the 14k from recent tax proceeds. Bookkeeper Lori has corrected the mistakes in last month's accounting. Pat moved to approve, and Megan Parry seconded. The report was approved.
3. **Director's Report:**
  - a. Cost share negotiations with the Directors Advisory Council continue. The Cost Share Committee has submitted 5 proposals to the DAC, which in turn will make recommendations to the STLS board.
  - b. The Box of Books won a grant from the Appalachian Regional Commission that will expedite important tech updates and purchases: new computers, new printer, etc.
4. **Old Business:** The Board adopted a resolution to take advantage of a new Open Meeting Law that allows Zoom participants to vote at Board meetings, and does not require publication of the home addresses of said Board members. Such meetings will be recorded on Zoom and the recordings will be archived. Pat moved to adopt, and Megan seconded. The resolution was adopted unanimously.
5. **New Business:** Melanie has spoken with a possible Board replacement for Maria Rhone. The candidate will attend the August meeting.

6. **Other:** Melanie has been submitting our proposal to Community Bank on a weekly basis and has not yet gotten a response. The Board briefly discussed the subject of the proposal, the old Steuben Trust building on Rt 244, and its perilous condition.

The meeting was adjourned at 4:40pm.

Respectfully submitted, Megan Parry, Secretary

**NEXT MEETING:** Tuesday, August 9, 2022. In person at the 7th Day Baptist Parish House - or via Zoom.