



## **ALFRED BOX OF BOOKS**

### **AGENDA BOARD MEETING Tuesday, October 11th, 2022 4:00 PM (Parish House)**

1. Approval of Minutes: September 13<sup>th</sup>, 2022
2. Treasurer's Report: September 2022
2. Director's Report: September 2022
3. New Business:
  - Policy updates: Confidentiality and Law Enforcement Inquiry
  - Tax Cap Vote
  - Meeting Location
4. Other
5. Next meeting (Tuesday, November 8<sup>th</sup>, 2022, 4pm – Parish House)
6. Adjournment



## September 2022 Director's Report

### Meetings Attended:

- 9/6- Meeting with librarians from AU/ASC re: Humanities Grant
- 9/8- DEI Programming Committee Meeting
- 9/13- Allegany County Library Directors Meeting
- 9/22- DEI Programming Committee Meeting
- 9/22- DEI Committee Meeting
- 9/28- Director's Advisory Council
- 9/29- Humanities Meeting with librarians from AU/ASC

### Activities/ FYI:

- Submitted reimbursement paperwork for Appalachian Regional Commission (2 laptops; 1 desktop). We can expect a reimbursement in 6-8 weeks.
- Interviewed students from Alfred University for work study position. Hired Becca Weaver.
- Distributed copies of *Kindred* by Octavia Butler to Herrick, Scholes, and Hinkle for our community read program- One Book One Alfred. We ordered 60 copies of regular print book and 25 copies of the graphic novel and all have been distributed!
- Quarterly DEI Newsletter- Melanie creates and assembles the DEI Newsletter with the DEI Committee. These letters are quarterly and feature current issues, upcoming releases, and programming ideas for member libraries.
- Human Library Event (part of humanities grant project). 7 "books" volunteered. Key takeaway was to try again, so people get used to the idea and know what to expect. This event, coordinating with the libraries and preparing ahead of time took a great deal of my time! 😊
- Prep for Community Read event. Distributing books, social media, event flyers, create discussion questions.
- Director's Advisory Council voted on digital library contributions for 2023-2025. This is an increase of roughly \$363/year for us. {Current digital library cost share is \$1,909 in 2022. In 2023 this will increase to \$2,272.}
  - Digital library contribution is the amount of money each library pays to support Overdrive/Libby.
  - The former, circulation based model of allocating cost share contributions would have been an increase of \$989/ year for us due to the increases in digital circulation, primarily because of the pandemic.

- Use of digital collection has increased, as well as the number of individual patrons using the service has increased.
  - DVD and physical audiobook circulation has decreased. The decrease from 2014 to 2021 is 70%. Audiobook circulation is down about 15%, but audiobook circulation is only about 6% of total overall circulation.
- Voted not to add additional digital service (i.e., Hoopla or Ancestry) at this time and focus funds solely on e-book, audiobook content
- ILS Cost Share (the amount of money each library pays to support WorkFlows and StarCat will increase 1% in 2023 and 2024 and 2% in 2025. This amounts to an increase of \$52 in 2023, \$53 in 2024, and \$108 in 2025.
- Melanie served on the committee to present alternative spending models and investigate digital usage and other platforms to member libraries. As a representative for the 5,000-14,000 population group on the DAC, Melanie also contact each library director in that population group (Bath, Fillmore, Dundee, Hornell, Watkins Glen, Wellsville) to hear from them directly their thoughts and concerns about digital library cost share.
- Registered for NYLA conference (November 3-5).
- Working with Kate Miller (David A. Howe Library, Wellsville) and Cherilyn Wise (Cuba Circulating Library) on programming and library-related information surrounding the Dolly Parton Imagination Library. Allegany County children are eligible to sign up for the Imagination Library which provides them with a free book each month until they are 5 years old.
- Working on final report for the Arts Council of Wyoming Grant.

### Programming Report

- True Crime Book Club- 8A
- 8/12 Grow Your Own Gardening- 2 views, 1 participant
- 8/26 Grow Your Own Gardening- 3 views, 1 participant
- Storytime (4 sessions) – 1C; 1A
- Human Library Event-1
- Back to School Button Making- 2C; 1A

### Statistics-

	2022	2021
Circulation	986	1063
Holds Received	286	234
Holds Filled	195	270
Users Added	4	2
Items Added	89	92
eBooks	108	117
Audiobooks	132	101
ILL	5	4

Magazines	21	36
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\*Digital circulation +12 from OWWL (Pioneer Library System) +9FLLS (Finger Lakes Library System)

**Goals for October**

- Humanities Final Report
- Fall programming
- Budget proposal

Respectfully Submitted,  
Melanie A. Miller



## ALFRED BOX OF BOOKS

### BOARD MEETING

Tuesday, October 11 2022  
4:00 PM

**Present:** Allison Snyder, President; Deb Stephens, Vice-President; Lesley Brill, Treasurer; Megan Parry, Secretary; Pat Crandall, Sam Frechette, Kim MacCrae, Amy Powers, Mechele Romanchock.

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

1. **Approval of Minutes**, September 13, 2022: Lesley Brill moved to approve, Deb Stephens seconded; the Minutes were approved.
2. **Treasurer's Report:** Les reported 31k in the checking account, with tax money due soon. He recommended a 4k deposit to the savings account. Allison Snyder moved to approve; Megan Parry seconded, and the report was approved.

3. **Director's Report:**

The Human Library Event was fun, even with only one person attending. The key takeaway is to try again.

The *Kindred* discussion attracted many more participants, including 4 teenagers!

The Director's Advisory Council voted on digital library contributions for 2023-2025, resulting in an increase of roughly \$363 per year - adding up to a total payment of \$2,272 for the BoB. Use of the digital collection has increased, along with its number of patrons.

4. **New Business:**

The Board reviewed and adopted the Confidentiality Policy and the Law Enforcement Inquiry Policy. Megan moved to adopt, Pat Crandall seconded and the motion passed.

The Board voted to override the Tax Cap for 2023. The motion, made by Pat and seconded by Allison, reads as follows:

*Whereas, the adoptions of the 2023 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 2023 on this day, October 11, 2022.*

The Board will investigate alternative locations for its monthly meetings, but the November meeting will take place as usual in the SDB Parish House.

**5. Other:**

The perennial question: how can the library increase its space and services? One avenue might be consulting the community for help and ideas.

The meeting was adjourned at 4:57pm.

Respectfully submitted, Megan Parry, Secretary

NEXT MEETING: 4pm Tuesday, November 8, 2022 at the SDB Parish House.