1. Approval of minutes: April 12th, 2021
2. Treasurer’s Report: April 2021
3. Director’s Report: April 2021
4. New Business:
   - Direct Access Plan
5. Other
6. Next meeting (Monday, June 14th @ 4:00pm, via Zoom)
7. Adjournment
April 2021
Director's Report

Meetings Attended:
4/5- Allison and Melanie met with Jim Ninos regarding parking
4/7- Attended Read Squared On boarding Webinar
4/8- Met with Kate Miller to record podcast
4/15- DEI Programming Subcommittee
4/21- Libraries Transforming Communities Orientation
4/27- Libraries Transforming Communities Marketing Webinar
4/28- Met with rep from Ingram (Rob Scott)

Activities/ FYI:

- Weeding Project- Juvenile Graphic, Juvenile Fiction, YA, Picture Books
  - Sold these books in “pop up” book sale
- Read Squared for Summer Reading- registration, tracking web based platform. Free for NYS libraries. Create games, incentives, and curated reading lists.
- Summer reading- working with Aimee Parry (Alfred Almond Central) to create videos with teachers/ staff to create “Toolbox Tuesday.” Short videos with reading and literacy tips for parents and caregivers.
- Working on Diversity Audit info for workshop this fall. Diversity audit of YA section completed. Areas for improvement- LGBTQ authors, Latinx authors and characters, Indigenous authors/ characters.
- Completed Libraries Transforming Communities facilitations skills workshop as part of grant requirements. Will be meeting with Rebecca Weaver Hamm and Caitlin Brown after May 10 to begin planning our conversation.
- Summer workers- Kylie will be working on Fridays. Interviewing Josiah Alexander (Alfred University) and Claire Volk (Alfred-Almond). Ian and Brady will be graduating.
- Making the switch to Ingram. We currently have two standing orders (Brodart-adult fic- and Baker & Taylor- children’s books). We do not order individual books from either vendor.
- Ingram offers a 45% discount to NYS Libraries
- Website is easy to use and navigate; rep is easy to work with and get a hold of
- Their standing order system gives me a lot more control over what items we actually receive.
- Curated lists make ordering easy
- When we are ready for Mylar jackets, they cost $.65 as opposed to .79 that we are currently paying.
Shipping with Brodart - delay in receiving standing order on popular items

Programming Report

- Teen subscription kits - 6 teens
- 25 Take & Make Button bird houses
- True Crime Book Club - 7A
- April 13 - StarTalk w/ Mary Lu - 6A
- 40 Take & Make Paper Spinner
- April 27 - Star Talk w/ Mary Lu - 6A; 3C

Technology Report

Statistics:

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Goals for May

- Finalize Summer Reading plans and prep for advertising!
- Hire summer workers
- Hire new maintenance/ snow removal person

Respectfully Submitted,
Melanie A. Miller
ALFRED BOX OF BOOKS

Board Meeting Minutes
Zoom Meeting
Monday, May 10th, 2021

Present: Allison Snyder, President; Lesley Brill, Treasurer; Lana Meissner; Megan Parry; Pat Crandall; Sam Frechette; Mechele Romanchock; Debbie Stephens; Maria Rhone, Secretary

Also Present: Melanie Miller, Library Director; Rima O’Connor, Technology Coordinator; Amy Powers

President Allison Snyder called the meeting to order at 4:00 pm.

1. Approval of minutes from April 12th, 2021: Les moved the approval of the March minutes, Pat seconded. The minutes were approved.

2. Treasurer’s Report: April 2021: Deb moved to approve the April report, Lana seconded. The April report was approved. There was some confusion with the readability of the report, but Les assured that the finances are in good shape. There is more in the account than usual due to some grants acquired by Melanie and other monetary gifts.

3. Director’s Report: April 2021:
   - Melanie presented the highlights: She has hired Alfred University Student, Josiah Alexander, for summer work to replace Ian. We need to hire somebody for a maintenance position. Melanie recommends that we open this job call to the public.
   - Melanie has looked into switching some accounts over to Ingram. The benefits include: money saved, a standing order program, more control over products, helpful representatives, and a convenient and user friendly service.

4. New Business:
• Direct Access Plan: STLS needs each member library to agree that no fee will be charged for library cards. Les moved to approve and Megan seconded. All were in favor.
  o Melanie mentioned that The Box of Books is included on a list of inadequately funded libraries due to a formula that is created by NYS. Brian Hildreth has assured Melanie that that Box of Books is not inadequately funded. The numbers that are typically used in reporting are based on the chartered population size, which shows that the BoB is adequately funded. Any questions or concerns about this should be directed to Brian.

5. Other:
• Surveys: Packets are available at the library for board members to distribute. Some surveys have already been completed. Newsletter mailings with a survey link have recently gone out to the community.

The next meeting will be on Monday, June 14th @ 4:00pm, via Zoom.

The meeting was adjourned by Allison at 4:38 pm.

Respectfully submitted,
Maria Rhone, Secretary
ALFRED BOX OF BOOKS

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