



**ALFRED BOX OF BOOKS**

**AGENDA BOARD MEETING  
Zoom Meeting  
Monday, November 9, 2020  
4:00 PM**

1. Approval of minutes: October 13<sup>th</sup>, 2020
2. Treasurer's Report: October 2020
3. Director's Report: October 2020
4. New Business:
  - 2021 Budget Discussion
5. Other
6. Next meeting (Monday, December 7<sup>th</sup> @ 4:00pm)
7. Adjournment



**October 2020  
Director's Report**

**Meetings Attended:**

11

**Activities/ FYI:**

- Community Connect Grant- 5 WiFi Hotspots
  - Hotspots have not arrived yet (11/9). Allegany County Library Association, STLS, and Allegany Area Foundation are also working together to get more hotspots into libraries to help kids get access to internet during virtual learning.
  - Allegany Area Foundation can provide 15-20 hotspots with funding. We are looking at alternate sources of funding. STLS and Allegany County Library Association can apply for an Appalachian Regional Commission Grant (50% match) this would be 2021.
  - Verizon will allow bulk purchasing with state contract discount if we purchase 50 devices or more. Devices and service contract would cost \$455/ year. This might be something we want to consider with the demand of our hotspots.
- Website updates are complete!
- Tax Cap filing complete. Brian checked to make sure.
- Talking to Kids About Race
  - Partnered with Kathy Sherman from Alfred Montessori
  - Asked to share program with STLS librarians
  - Perhaps a NYLA 2021 program proposal?
- Working with STLS Ken Behn WiFi booster
- ALA Rural Libraries Transform Communities
  - Rebecca Hamm & Caitlin Brown have agreed to partner with me on this project. They will write letters of support.
  - Project will focus on community conversations. "COVID-19: Impacts, Implications & Healing" and will include art component. \$3,000 dollar grant if awarded.
- DAC Diversity Committee- creating Read-A-Likes with Canva. First initiative is a diversity rotating collection.

**Programming Report**

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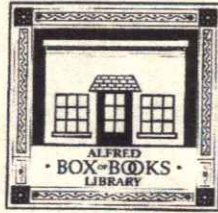
**Technology Report**

**Statistics-**

	2020	2019
Circulation		
Holds Received		
Holds Filled		
Users Added		
Items Added		
eBooks		
Audiobooks		
ILL		
Freegal Downloads		
Freegal Streamed		
RB Digital		

**Goals for November**

Respectfully Submitted,  
Melanie A. Miller



ALFRED BOX OF BOOKS LIBRARY  
BOARD MEETING  
Minutes for Monday, November 9th 2020, 4:00 PM  
Meeting held via ZOOM teleconference

**Present:** Allison Snyder, president; Lana Meissner, vice president; Lesley Brill, treasurer; Megan Parry, secretary; Pat Crandall, Martha Lash, Maria Rhone, Deb Stephens, Kelly Williams.  
**Also Present:** Melanie Miller, Library Director; Rima O'Connor, Technology Coordinator.

Meeting called to order: 4:05pm

1. **Approval of October 13th, 2020 Minutes.** Lana Meissner moved to approve, Allison Snyder seconded; the Minutes were approved
2. **Treasurer's Report, October, 2020:** According to Treasurer Lesley Brill, the library is in good shape financially in spite of not yet having received tax money normally due in October. The recent and intermittent closure of schools has possibly delayed payment. Allison will check bank statements for a record of this year's tax deposits and will send them on to Les, who asked what the Library had been paid so far. She will also ask Bookkeeper Lori why nothing was entered under "payroll" in the YTD section of her account. Deb Stephens moved to approve the Treasurer's Report, Pat Crandall seconded, and the report was approved.

**3. Director's Report October, 2020:**

Melanie Miller described the new policy designed for Hotspot borrowers, which she adapted from another library. She added some extra days to the loan period, along with an option for one renewal. Borrowers must be 18 or older, and there will be a 48 hour interval between the time a Hotspot is returned and taken out by the same person. The Library will receive 5 Hotspots from Verizon, thanks to a grant Melanie applied for recently. Lana Meissner moved approval of the policy, Martha Lash seconded, and the policy was approved.

The board discussed two bids that Melanie obtained from Isaac HVACR to replace one wall furnace at the Library. Pat Crandall moved that the board accept the higher of the two bids, which would provide a more powerful, more efficient unit. Lana seconded and the Isaac bid for \$3,856. was approved.

Melanie's first *Talking to Kids About Race* program took place a week ago and was a great success. The STLS has asked her to share details with other local libraries who might like to take part. Melanie has also applied for another grant, this time from ALA Rural Libraries Transform Communities, for \$3000. The focus would be issues surrounding COVID-19 in the community. It would include an art component.

**4. New Business:** 2021 Budget. The budget does not override the tax cap, and there are very few increases in spending. Martha moved to approve this part of the budget (which does not include possible raises for Melanie and Rima O'Connor.) Allison seconded and the partial budget was approved. Melanie and Rima then left for the ensuing discussion about their compensation. Deb approved the raises agreed upon by the board, Martha seconded, and the raises were approved.

Next meeting: Monday, December 14th @ 4:00pm (on Zoom)

Adjournment -4:59 pm

Respectfully submitted,  
Megan Parry, Secretary