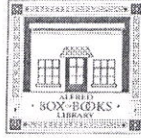




ALFRED BOX OF BOOKS

AGENDA BOARD MEETING Tuesday, June 13th, 2023 4:00 PM (Parish House)

1. Approval of Minutes: May 16th, 2023
2. Treasurer's Report: April and May 2023
3. Director's Report: May 2023
4. Old Business
 - a. Library updates from the 2023 Great Sewage Crisis
 - i. Insurance claim
5. Other:
6. . Next meeting (Tuesday August 15th, 4pm – Parish House)
7. Adjournment



May 2023 Director's Report

Meetings Attended:

- 4/17- ILS Meeting
- 4/19- Orientation meeting for STEM Tales Grant
- 4/31- Directors Advisory Council Meeting

Activities/ FYI:

- Grants Received: May 5- Arts Council of Wyoming County \$2,000 for summer concert series; 5/11- Dollar General \$1,500 for summer reading programs
- Notified that we had been selected to take part in the Children's Book Council as a local coordinator. We will receive up to 200 children's books (grades 3-5). We will vote on favorites, submit reviews, and ask patrons to select favorites too, and report back. Children's Book Council then creates book lists each year of "favorites" in various age groups. We get to keep all the books if we submit all the necessary work.
- Carpet and painting in the main portion of the library concluded on May 23. Carpet for the children's room was ordered. All children's books were packed up and moved into the main portion of the library. STLS has suspended all holds on materials for Alfred.
- We received a generous donation from the NYLA Disaster relief fund of \$1,000. As well as \$100 from ServU Federal Credit Union.
- On May 17, there was an ILS meeting in which we learned that beginning on May 18, any new patron registered would be required to have 8 digit password rather than a 4 digit PIN. All patrons would be required to change their passwords by June 19. On June 19 all passwords would expire if they didn't meet the criteria. In order to reset a password on STARCat, a patron must have an email address. Several directors were concerned about accessibility limitations that this might cause. Additionally, some library directors felt this decision should have been run through the DAC. On May 31 when the Directors Advisory Council (DAC) met in a regular session and discussed the PIN to password change. It was decided to delay the required password change until August 28, allowing staff and directors to promote this to patrons and assist where they can.
- Melanie will present a workshop on upcoming eclipses and library programming on June 9th at Corning Community College for the Spring CE.
- Our library email newsletter is up to 28 subscribers.

Programming Report

- Storytime: canceled
- Free Comic Book Day: 5A; 8C
- Salsa Garden: 10 participants
- Grow Your Own- 1A x2
-

Statistics-

	2023	2022
Circulation	734	
Holds Received	218	
Holds Filled	121	
Users Added	5	
Items Added	89	
eBooks	103	
Audiobooks	106	
ILL	0	
Magazines		

*Digital circulation + from OWWL (Pioneer Library System) +OFLLS (Finger Lakes Library System) *Data not received at time of report

Goals for June

- Have a great summer reading kickoff.
- To exceed last years and have over 50 participants in summer reading.

Respectfully Submitted,
Melanie A. Miller



ALFRED BOX OF BOOKS

BOARD MEETING

**Tuesday, June 13th, 2023
4:00 PM, at the SDB Parish House**

In Attendance: Allison Snyder, President; Debbie Stephens, Vice-president; Megan Parry, Secretary; Samuel Frechette, Kim MacCrae, Carlyn Yanda

Excused absence: Pat Crandall, Treasurer

Also Absent: Amy Powers, Mechele Romanchock

Also in Attendance: Melanie Miller, Library Director

- 1. Approval of Minutes: May 16th, 2023.** Allison Snyder moved to approve; Deb Stephens seconded, and Minutes were approved.
- 2. Treasurer's Report: April and May of 2023.** Allison relayed the report that Pat Crandall had given her earlier. The Library is doing well in spite of increased expenses caused by the Sewer Event, and by an increase in insurance costs and the quarterly tax bill. Megan Parry moved to approve, Carlyn Yanda seconded, and the Treasurer's Report was approved.
- 3. Director's Report, May 2023:** At a recent ILS meeting, Melanie Miller learned that new patrons registering with member libraries will need an 8 digit password instead of the old 4 digit PIN. In fact, all PINS would expire on June 19th. Because patrons will need an email address to set/reset passwords, some directors objected that not all of their patrons would be able to do this. The required password change will now be in effect on August 28th.
Starting in September, the Library will use Microsoft 365, which will afford increased storage capacity, and eliminate the need for Zoom.
- 4. Old Business:** The Library's insurance claim for sewer damage to furniture was denied. Since the claim was modest, and the insurance payments are not negligible,

Melanie asked the Board if she should shop around for different agent and policy. Brian Hildreth had advised her that the one we have does not interface well with libraries and he recommended Erie Insurance Company. Our current policy ends on August 1. The Board gave Melanie the go-ahead to look for an appropriate policy and a more responsive agent.

Aside from the disappointing response from the insurance company, things are going well. All damaged shelves have been replaced, books are going back on shelves. Melanie will move the YA books out of the children's room to preserve space there and honor the "Adult" part of YA.

5. Other: Tim Nichols has agreed to host a Christmas season fundraiser at the "Christmas House" in December of 2024.

**Allison Snyder adjourned the meeting at 4:59pm.
Next Meeting: August 15, 2023**

Respectfully submitted, Megan Parry, Secretary