

ALFRED BOX OF BOOKS

AGENDA BOARD MEETING

Tuesday, July 23rd, 2024

4:00 PM (Parish House)

- Approval of Minutes: June 11th, 2024
- Treasurer's Report: May and June 2024
- Director's Report: June 2024
- New Business:
 - RFP Bid Interview review
 - Treasurer Discussion (This will proceed the treasurer's report)
- Other:
- Next meeting (Tuesday, September 10th, 2024, 4 pm – Parish House)
- Adjournment

**Alfred Box of Books Library
Library Director's Report
June 2024**

Meetings Attended:

6/4: Phone meeting with Brian Hildreth
6/6: Book Challenge Staff Training
6/12: DEI Presentation for OWWL planning meeting
6/17: Digital Library Advisory Group
6/18: Erika Jenns (STLS) website calendar
6/25: Met with Kim Hannigan- Alfred Farmer's Market

Activities/FYI:

- Grant research- Sisters in Crime and Believe in Reading grants
- Updated web calendar; calendar events still not showing up in a Google search. Contacted Erika Jenns at STLS
- Prepared agenda for Allegany County Library Directors Association
- Contacted Alfred Almond Central School regarding summer reading flyers; scheduled a meeting with Casey Barber and Bec Cronk (Almond)
- Scheduled meetings with two of three architect firms that bid on our RFP for interview and walk throughs
- Inventoried picture books, leveled readers, juvenile DVDs, and holiday books
- Attended opening day of Alfred Farmers Market and provided storywalk, entertainment with Benjamin Barry and facepainting with Badger and Butterfly
- STLS DEI committee will present about our committee's work at the Pioneer Library System (OWWL) annual training conference
- Assisted a patron with Wordpress website
- Summer reading prep- printed forms, flyers, finalized all take and make instructions
- Created all social media posts through July 5 to prep for vacation
- Contacted AU Physical Plant for toilet troubles. Caused us to close early
- Contacted by Rochester Museum and Science Center on museum passes; we purchased passes to share with our patrons; also contacted the Genesee Country Village and Museum about passes.
- Hotspot contracts with the grant funding will be ending July 31. We can continue these contracts on our own; will coordinate with Verizon.

Programming Report:

- True Crime Book Club: 9A
- Crochet Workshop: 5A
- Crochet Workshop: 3A
- Mah Jong: 3A
- Mah Jong: 4A
- Storytime: 5A; 7C (3 sessions)
- DIY Scratch Art: 0

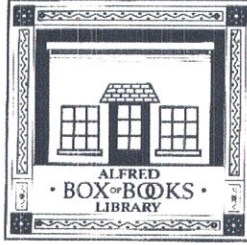
Statistics:

| | 2024 | 2023 |
|----------------------------|-------------|------|
| Circulation | 804 | 839 |
| Holds Received | 141 | 251 |
| Holds Filled | 265 | 77 |
| Users Added | 14 | 8 |
| Items Added | 188 | 40 |
| EBook Checkouts | 103 | 99 |
| Audiobook Checkouts | 78 | 112 |
| Digital Magazines | 86 | 2 |
| ILL | 0 | 26 |

+ 8 OWWL Checkouts; +4 FLLS Checkouts

Goals for July:

- 100 registrations for Summer Reading!



ALFRED BOX OF BOOKS BOARD MEETING

Tuesday, July 23, 2024

4pm - Parish House

Present: Allison Snyder, President; Deb Stephens, Vice-President; Pat Crandall, Treasurer, Megan Parry, Secretary; Sam Frechette, Mechele Romanchock, Carlyn Yanda.

Absent: Kim MacCrae, Amy Powers.

Also present: Melanie Miller, Library Director.

Approval of June 11 2024 Minutes: Following a discussion of whether Pat Crandall had attended the June meeting and given a Treasurer's Report, the Board agreed that she had not. Deb Stephens moved to approve the June Minutes, Allison Snyder seconded; Minutes were approved.

Treasurer's Report for May and June: Pat Crandall reported all well for both months. School money arrived in June. Carlyn Yanda moved to approve; Sam Frechette seconded, and the report was approved.

Director's Report:

1. According to Melanie Miller, the grant from the American Library Association for 5 hotspots ends soon. Melanie plans to renew 3 of them at a cost of \$100 monthly from Verizon. The hotspots have proven to be very popular, but she is confident that 3 will be enough.
2. Melanie and Bec Cronk of the Almond Library have set up a meeting with Casey Barber of AACS for August 14th.
3. The BoB purchased museum passes from the Rochester Museum and Science Center to share with patrons.
4. Melanie has requested passes from the Genesee Country Village and Museum.
5. The Wellsville Library offers a lunch site program; Melanie is contemplating doing something similar in Alfred.

Welcoming a New Treasurer:

Sam Frechette graciously offered to replace Pat Crandall in the position of Board Treasurer. The Board was pleased to pass Allison's motion that he assume the position of treasurer; the motion was seconded by Pat.

Old Business:

1. **Request for Proposals Bids Interviews:** On July 16th and 18th, Melanie Miller, accompanied by Brian Hildreth of STLS along with Board members Allison Snyder, Pat Crandall, Sam Frechette, Carlyn Yanda and Megan Parry, met with two firms proposing to convert 61 South Main Street to a

library. Melanie and others who'd been present shared impressions of the two firms with members who hadn't been able to attend. The striking contrast between the interviewees and their proposals led to a long conversation about their relative merits. No decision was made, but Melanie will get in touch with one of them with some questions resulting from this meeting. Soon Melanie will ask Library staff to begin a list of needs and wants to consider in planning an expanded library.

Other: New Treasurer Sam will meet soon with Melanie for a look at the Library budget.

Adjournment: Allison adjourned the meeting at 5:12pm.

Respectfully submitted, Megan Parry, secretary.

Next meeting: September 10th at 4pm, in the Parish House. There will be no meeting in August.