



ALFRED BOX OF BOOKS

AGENDA BOARD MEETING

Tuesday, June 10th, 2025

4:00 PM (Parish House)

- Public Comment
- Approval of Minutes: May 13th, 2025
- Treasurer's Report: May 2025
- Director's Report: May 2025
- New Business:
 - Policies: Sexual Harassment, Open Meeting, Meeting Room, and Inclement Weather
- Old Business
 - Library Budget Vote –
 - Public Meeting: June 13th at 6:30 pm (Almond Library) and Public Library Vote: June 30th, 10- 7 (Alfred-Almond Auditorium)
- Other
- Next meeting (Tuesday, August 12th, 2025 at 4 pm – Parish House)
- Adjournment

LIBRARY DIRECTOR'S REPORT
MAY 2025

MEETINGS ATTENDED:

- 5/5- Phone meeting with Kelly P. (Watkins Glen)
- 5/9- Spring CE
- 5/16- Phone meeting with Yuki Numata Reznik (Ralph Wilson Foundation)
- 5/16- Meeting with Alfred Ceramic Arts Museum
- 5/22- Phone meeting with Brian H. re: budget vote
- 5/28- Directors Advisory Council (DAC)
- 5/29- Almond Library Board Meeting
- 5/30- Meeting with Lee B. (Almond Financial Officer)
- 5/20- Meeting with Bec C. (Almond)

ACTIVITIES/FYI:

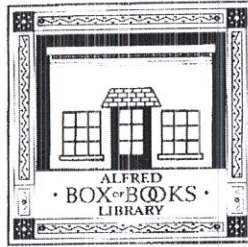
- Summer reading plans are finalized!
 - New partnership with Alfred Ceramic Arts Museum
- Grant Applications: Allegany County Area Foundation for summer reading support and StarNet Libraries Flight path grant
- Budget Vote activities:
 - Webpage
 - Flyers/ lawn signs
 - Ordering early mail and absentee envelopes
 - Early mail and absentee applications and tracking
 - To-do list for libraries
 - Legal Notice
 - Social media posts
- Completed AI class through Library Juice Academy
- Added Backyard Barnyard to museum pass collection- free!
- Hired Jasmine Sims for summer work; Becca's internship will begin in July
- Alfred State architecture department for ideas recommended by Hunt
- 1000 Books Before Kindergarten- 9 signed up!
- NYLA- Melanie, Mechele, and Nick will present on public and academic library partnerships; Melanie will also present with DEI committee
- Signed tech agreement with STLS for computer and printer order
- Signed paperwork for VoiP phone system with STLS; will save \$30/month!
- Presented at Spring CE on Service Based Budgets

PROGRAMMING:

- 5/2- Junk Journaling- 1A
- 5/9- Dried Flower Picture Frames- 5C; 3A
- 5/21- Guinea Pigs- 17 total
- 5/22- 1000 Books- 8C; 4 A
- 5/29- Common Ground- 13A
- Dungeons and Dragons- 8A (2 sessions)
- Mahjong: 11A (3 sessions)
- Storytime: 2A 4C (2 sessions)
- True Crime Book Club: 4A

	2025	2024
Circulation	876	870
Holds Received	193	184
Holds Filled	325	274
Users Added	5	3
Items Added	82	119
EBook Check Outs	112	106
Audiobook Check outs	157	80
Digital Magazines	145	100
ILL	1	0
Digital Services	Use	
Kanopy	8	
Mango Languages	0	
Job Now	0	

+6 OWWL; +1 FLLS



ALFRED BOX OF BOOKS BOARD MEETING

Tuesday, June 10, 2025

4pm - Parish House

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

Also present: Melanie Miller, Library Director; Bec Cronk, guest/observer, and co-director of the Almond Library.

Approval of May Minutes: Isaac Matson moved to approved, Allison Snyder seconded, and the Minutes were approved.

Treasurer's Report for May 2025: Treasurer Sam Frechette reported an initial balance of \$132,196, which decreased to \$103,181, in part because of a large payment (\$12,600) to Hunt Architects for their preliminary study of 61 South Main St. The Board learned that Bookkeeper Lori is retiring, and that Michele Burdick, now training with Lori, will replace her.

Director's Report, April, 2025:

1. Melanie Miller and Mechele Romanchock will present on public and academic library partnerships to the New York Library Association. Melanie will also present with the DEI Committee.
2. Nine children have signed up for the 1,000 Books Before Kindergarten program.
3. This year's Summer Reading Program is fully subscribed.
4. Melanie and Ben Evans of the Alfred Ceramic Arts Museum have established a first-time partnership. They have planned a Family Day to take place on July 13th at 1pm with fun activities including a treasure hunt for kids. Melanie and Ben will host an art-related book club for adults, and have discussed a clay workshop for the Fall.

New Business:

1. **Four policies** were up for review: "Inclement Weather," "Open Meetings," "Meeting Room," and "Sexual Harassment." The Board had vetted them before the meeting, and the few suggested changes had been made before the vote. Sam moved approval of the policies, Megan Parry seconded, and they were approved. Each policy is reviewed, ideally, every five years. Melanie has made a chart to keep track!
2. **Library Budget Vote.** This will take place on June 30th at the AACCS auditorium from 10am to 7pm. Personnel for this are in place, but Directors may text or email Allison if they can help out.

Other:

1. Melanie, Allison, and Carlyn Yanda met with Alan Griffin to discuss Hunt Architects' preliminary study for the conversion of Alan's building to a public library. The necessity of code-required fireproofing came up; presently Alan is unenthusiastic about dismantling the building to accomplish this. He offered to talk to the State Historic Preservation Office to see if there might be a less radical solution or variance we could ask for. Carlyn suggested that there might exist less intrusive ways to fireproof the building.

Although the donation to the Box of Books of 61 South Main was Alan Griffin's first intention, he expressed interest in pursuing other possibilities. Two that came up at this meeting were asking Alfred State Architecture students for ideas about the "sculpture garden" space at West University and Main Street. And looking back towards our existing building: can it be enlarged, given Historic Building constraints; would the lot accommodate an additional structure; would AU sell the building and lot to the Library?

2. In August Melanie will apply for Part 2 of the Ralph Wilson Foundation Grant for their "Arts and Culture Initiative." The second grant would add \$10,000 to the \$15,000 already awarded the library.

Adjournment: Allison adjourned the meeting at 5:13pm.

Next meeting: Tuesday, August 12, 2025 at 4 pm – Parish House

Respectfully submitted, Megan Parry, Secretary