

## **ALFRED BOX OF BOOKS**

### **AGENDA BOARD MEETING** **Tuesday, November 11<sup>th</sup>, 2025** **4:00 PM (Parish House)**

- Public Comment
- Approval of Minutes: October 14th, 2025
- Treasurer's Report: October 2025
- Director's Report: October 2025
- New Business:
  - Library Design Proposal
  - Library Budget
  - Tax Cap Vote
- Executive Session
- Next meeting (Tuesday, December 9<sup>th</sup>, 2025 at 4 pm – Parish House)
- Adjournment

## Library Director's Report

October 2025

### Meetings Attended:

- 10/3- STLS Annual Meeting
- 10/9- Meeting with State Librarian, Lauren Moore
- 10/15- Prep for NYLA DEI Panel
- 10/16- Met with Jim Ninos and Cathy Powers re: Community Calendar
- 10/28- Budget Meeting with Allison, Sam, Lori and Michelle
- 10/29- Collection Development In the Age of AI
- 10/30- Meeting with Kendyl (STLS) re: website accessibility prep

### Activities/ FYI:

- STLS VoIP phone system installed successfully
- COSAC Grant approved to support Multilingual Storytime with Global Tales
- Costume Drive- 65 costumes plus various accessories were collected; 20 people were able to get costumes
- Visits from Hunt architects for building conditions report
- Katherine Link (Allegany Cattaraugus Fund for Women) will plant additional daffodils at the library near the West University entrance.
- Met with village officials regarding a community calendar
  - Very supportive, but don't have funds to support
  - They suggested asking businesses to sponsor
  - Would like to see AU/ASC support financially
  - Melanie will reach out to Allegany County Area Foundation and research possible grants
  - Ask Becky Prophet to be added to the agenda for December 1 Community Conversation
- Banned Books Week with Alfred Almond Central School library was successful. 15 submitted posters!
- Baker & Taylor closing- slow down Ingram orders; annual report data
- Ran out of item barcodes; minimum order 1000 barcodes
- Web Compliance project with Kendyl
  - Needs to be complete system-wide by 12/26/26
  - Alfred will work with STLS to get our library up to code to act as example
  - Reviewing all webpages for accessibility, operability, is understandable with assistive technology

- Melanie will start work on the project and meet with Kendyl again in November or early December to check in on progress.

#### **Programming Statistics:**

- True Crime Book Club: 7A
- Disguise a Duck: 4C; 2A
- Festifall/ Dog Costume Parade: 0
- Glowing Orb Hunt: 12C; 6A
- Dungeons and Dragons: 10 A (2 Sessions)
- Storytime: 26C; 15A (5 sessions)

#### **Statistics:**

	<b>2025</b>	<b>2024</b>
<b>Circulation</b>	<b>854</b>	885
<b>Holds Received</b>	<b>135</b>	162
<b>Holds Filled</b>	<b>351</b>	297
<b>Users Added</b>	<b>13</b>	7
<b>Items Added</b>	<b>112</b>	297
<b>EBook Check Outs</b>	<b>139</b>	109
<b>Audiobook Check outs</b>	<b>145</b>	114
<b>Digital Magazines</b>	<b>158</b>	115
<b>ILL</b>		2

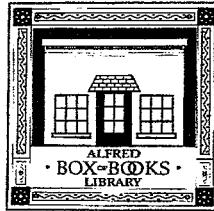
**+5 OWWL; 0 FLLS**

**Kanopy Use: 3**

**Mango Languages: 2**

#### **Director's Goals November:**

- Fundraiser promotion
- Employee evaluations



## ALFRED BOX OF BOOKS BOARD MEETING

**Tuesday, November 11<sup>th</sup>, 2025  
4:00 PM (Parish House)**

**Present:** Allison Snyder, President; Sam Frechette, Treasurer; Megan Parry, Secretary; Isaac Mattson, Mechele Romanchock, Carolyn Yanda.

**Also Present:**

Melanie Miller, Library Director.  
Ethan Smith, Project Manager, Hunt Architects.

**Absent:** Deb Stephens, Vice-President; Pat Crandall, Amy Powers.

- **Public Comment** - none.
- **Approval of Minutes:** October 14th, 2025. Put aside for Ethan Smith's presentation.
- **Treasurer's Report:** October 2025. TABLED.
- **Director's Report:** October 2025. Put aside for Ethan Smith's presentation.
- **New Business:**
  - **Library Design Proposal:** Ethan Smith presented two plans. The first one addresses code upgrades and repairs to the existing building. The second would enlarge that building to afford twice the current square footage, a generous parking area, outdoor facilities, a community room, and more. Some points of discussion: SHIPO approval, expense, and the fact that the building is owned by AU, and not by the Library. Insulation of the building was not included in the first plan, so Ethan will come back with that addition to the budget.

- **Library Budget:** Carlyn Yanda moved to approve a 10% increase to the budget, Isaac Mattson seconded, and the increase was approved.
- **Tax Cap Vote:** Isaac Mattson moved to override the Tax Cap, Allison Snyder seconded, and the motion was approved.

**Approval of Minutes:** October 14th, 2025. Carlyn moved to approve, Allison seconded, and the Minutes were approved.

**Director's Report:**

Director Melanie met with Mayor Jim Ninos and Village Board member Cathy Powers to talk about a possible community calendar. The Village has no funds to support this, so it was suggested that local businesses might help to sponsor the endeavor. There will be a meeting with AU/ASC on December 1st to ask if they can give financial support. And there might be grant money; Melanie will reach out to the Allegany County Foundation to find out more.

The Department of Justice has issued new guidelines for web compliance. Melanie and Kendyl Litwiller-Sutherby of STLS will work on this together so that the system-wide project can be completed by the deadline of 12/26/26.

- **Executive Session - TABLED.**
- **Next meeting** (Tuesday, December 9<sup>th</sup>, 2025 at 4 pm – Parish House)
- **Adjournment** - Allison adjourned the meeting at 5:10pm

Respectfully submitted, Megan Parry, Secretary.