

ALFRED BOX OF BOOKS

AGENDA BOARD MEETING Tuesday, September 9th, 2025 4:00 PM (Parish House)

- Public Comment
- Approval of Minutes: August 19th, 2025
- Treasurer's Report: August 2025
- Director's Report: August 2025
- New Business:
 - Policies:
 - i. Library Director Evaluation
 - ii. Programming
 - Other
- Next meeting (Tuesday, October 14th, 2025 at 4 pm – Parish House)
- Adjournment

Library Director's Report

August 2025

Meetings Attended:

- 8/6-Meeting with Mechele R. and Nick C. re: NYLA Presentation
- 8/21Phone Meeting with D. Carli, SUNY Alfred Architecture Dept.
- 8/25-Meeting with D. Carli

Activities/ FYI:

- Grant Updates
 - Flight Plan Grant Awarded
 - Books Unbanned grant- not awarded
 - Libraries Without Borders- email by 9/12
 - Allegany County Area Foundation- Awarded
 - COSAC Grant Application submitted
 - Year 2 Ralph Wilson Grant due 9/12
 - COSAC 2024 and ACWC Final reports Submitted 8/12
- Building Updates
 - Met with Dave Carli, Chair of Architecture Department
 - This semester 38 3rd Year studio students will participate in a design contest for 3 Main Street. Met with several students. Provided links to website info. This is due in 2-3 weeks, so very short turn around time. Melanie will attend student presentations.
 - Dave has met with some Year 4 professors about the possibility of continuing the project. Year 4 project will be longer and will also work on historical authenticity
 - Dave was delighted to be able to do this and work with us on this community focused project.
- Collection Management
 - Weeding list by author by publication date
 - Summer weeding is completed. Shift of Adult Fiction did not produce as much room as we need. Considering weeding popular authors with multiple books (i.e., Tom Clancy, Stuart Woods, James Patterson)
 - Is there additional weeding that can take place? Items older than 5 years? Not checked out in 3 years? Are materials available elsewhere?
 - Standing Order updates

- Current have about 30 authors (adult and children's) on standing order. Considering adding additional authors.
- Summer Reading Report

	Children	Teen	Adults	Total	2024 Comparison
Registration s	47	9	35	91	97
Program Sessions	22	4	9	35	22
Attendance	276	13	195	484	244

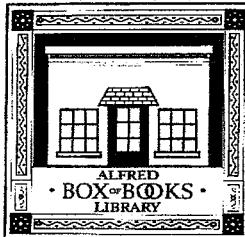
Programming: See Above

Statistics:

	2025	2024
Circulation	1050	1128
Holds Received	135	236
Holds Filled	298	331
Users Added	15	14
Items Added	77	110
EBook Check Outs	100	114
Audiobook Check outs	187	100
Digital Magazines		77
ILL		1

Goals for September:

- Update policy manual; include relevant patron policy on website
- Work with STLS on community calendar info
- 2027 Budget Proposal



ALFRED BOX OF BOOKS PRE-MEETING & BOARD MEETING

Tuesday, September 9, 2025

4pm - Parish House

Present: Allison Snyder, President; Deb Stephens, Vice-President; Megan Parry, Secretary; Isaac Matson, Amy Powers, Mechele Romanchock, Carlyn Yanda.

Absent: Sam Frechette, Pat Crandall.

Also present: Melanie Miller, Library Director.

Approval of Minutes: August 19th, 2025. Allison Snyder moved to approve, Carlyn Yanda seconded and the Minutes were approved.

Treasurer's Report: August 2025. Tabled, as the bookkeeper's report was not yet in. Melanie Miller was delighted to announce a patron's donation of \$10,000 over 3 years to enhance the Library's collection.

Director's Report, August 2025:

Melanie presented updates on grant applications. The Library was awarded the Flight Plan Grant and the Allegany County Area Foundation Grant. Other applications are still outstanding: Libraries Without Borders, COSAC, and the Year 2 Ralph Wilson Grant.

Melanie met with Dave Carli, Chair of the Architecture Department at Alfred State. Thirty-eight 3rd year studio students are participating in a design competition for 3 Main Street (the "sculpture garden.") Some 4th year students may also become involved in this project which will demonstrate how 3 Main Street might augment the existing Library building across the street. Melanie has been very pleased by the interest and enthusiasm shown by Dave Carli and the Alfred State Architecture Department.

Summer Reading was hugely successful this year, with twice as many participants (a total of 484) as last year.

New Business:

Library Director Evaluation Policy. Isaac Matson moved to approve this policy as presented, Deb Stephens seconded, and the policy was approved.

Programming Policy: following minor tweaks to the text for clarification, Megan Parry moved to approve, Isaac seconded, and the policy was approved.

Next meeting: Tuesday, October 14th, 2025, at 4pm in the Parish House.

This meeting adjourned at 4:45pm.

Respectfully submitted, Megan Parry, Secretary