



ALFRED BOX OF BOOKS

AGENDA BOARD MEETING Tuesday, March 10th, 2026 4:00 PM (Parish House)

- Public Comment
- Approval of Minutes: February 10th, 2026
- Treasurer's Report: January and February 2025
- Director's Report: February 2026
- New Business:
 - Interlibrary Loan Policy
 - Law Enforcement Inquiry
- Next meeting (Tuesday, April 14th, 2026 at 4 pm – Parish House)
- Adjournment

Library Director's Report
February 2026

Meetings Attended:

- February 4- SCRLC Interlibrary Loan
- February 4- DEI Program Committee
- February 9- CSLP Children's Summer Learning Workshop
- February 10- DAC Information Literacy Committee
- February 10- Meeting w/ Larissa Wager at STLS re: religious equity in Dewey 200s
- February 19- meeting with AU/ASC librarians re: Community Read

Activities:

- South Central Regional Library Council is soft-launching ILL services for STLS libraries. We have received 2 requests from patrons and have submitted these requests through the new system.
- DEI Newsletter- Melanie calls for articles, collects them and uploads them to a Teams folder. Keturah Cappadonia at STLS puts the articles into Constant Contact for distribution to member libraries.
- Hot Dog Day- charity application submitted. Worked with Eliza Ordway to provide face painting and balloon artist. Melanie will create reusable signs to place at booths to advertise that these are provided by the library.
- Melanie met with Peggy, the new manager at Community Bank regarding potential qualifications for loans. She will put Melanie in touch with Mark Young from the Hornell branch.
- Melanie presented at the New York State children's collaborative reading summer learning workshop about incorporating STEM into programming.
- NYLA Presentation on Religious Equity in the Dewey 200s. Melanie reached out to the STLS cataloging team. Larissa will work with Melanie to re-catalog our collection as a sample for member libraries to use. This requires new spine labels for all books in the (fewer than 100) and updating the call number in Workflows and re-shelving. Larissa will make notes in WorkFlows bib record info that Alfred is using an alternative cataloging method.
- Adult Biographies needed to be weeded to fit on the new shelf.
- Finalized the community survey and published on website and social media. Print copies are also available in the library.
- Reviewing our standing orders and will make significant changes to increase authors we can automatically receive.

- Spring Break programming went well. Puzzle Race with Almond very popular.
- Creating a survey for patrons to complete for selecting the next community read title. Janelle Varin, Library Director Alfred State, had some great ideas for ways we could expand the Community Read.
- Updating Allegany County Library Directors Association by-laws.
- Program planning for quarter 2.

Program Statistics:

- True Crime Book Club: 8A
- Dungeons and Dragons: 2 sessions (10a)
- Storytime: 4 sessions (16C; 9A)
- Diamond Art Coasters- 0
- Asian Paper Cutting- 3A 2C (program didn't happen)
- Jane Austen Book Club- 3A
- Hawk Creek- 20C 11A
- Flight Path Academy- 6C 3A
- Flight Path Academy- 4C 2A
- Puzzle Race- 22A; 3C

Statistics

	2026	2025
Circulation	786	724
Holds Received	129	129
Holds Filled	366	322
Users Added	3	9
Items Added	86	121
EBook Check Outs	93	84
Audiobook Check outs	214	139
Digital Magazines	111	
ILL		3
Kanopy	16	
Mango Languages	51	

+12 OWWL; +6 FLLS; +7 Alfred Almond (1 ebook, 2 audiobooks, 4 FLLS)

ALFRED BOX OF BOOKS BOARD MEETING

Tuesday, March 10th, 2026

4:00 PM (Parish House)

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

Also Present: Melanie Miller, Library Director

Absent: Isaac Matson, Amy Powers

Public Comment - none.

Approval of Minutes: February 10th, 2026. Megan Parry moved to approve, Carlyn Yanda seconded, and the Minutes were approved.

Treasurer's Report: January and February, 2026. Treasurer Sam Frechette mentioned two large expenditures that helped to reduce the checking account balance from \$159,232 on January 1st to \$127,550 as of March 1st. The largest was the annual STLS payment of \$8,357. Pat Crandall moved to approve the Treasurer's Report, Deb Stephens seconded, and the Report was approved.

Director's Report: February 2026.

InterLibrary Loans: Director Melanie signed up for the South Central Regional Library Council's plan to allow access to interlibrary loans across a much wider region than before. So far, two requests from Box of Books patrons will take advantage of this.

Owning our building: When Melanie and Allison met in January with Tammy Raub, CFO at Alfred University, they learned that AU is not interested in selling us our building unless the library can prove that not owning the building would negatively impact the financial feasibility of our remodeling/expansion project. Melanie met with Community Bank's new manager regarding potentials for loans. She was then referred to Mark Young at the Hornell branch, who regretted not being able to help - the Library has no collateral on which to base a loan. Melanie and Allison will try to persuade AU to now consider a sale instead of a lease.

Grant money: A new Ralph Wilson Grant offers \$150,000.00 each year for three years to Libraries applying for outdoor recreational improvement funding. Libraries within Allegany County will apply for this en bloc; group applications are a requirement.

New Business:

Interlibrary Loan Policy: Deb Stephens offered a few clarifying tweaks to the policy before it was approved. The policy outlines the Library's agreement with SCRLC (see

Director's Report above.) No charge, no fee to cover loans; the lending Library pays shipping, the returning Library pays shipping back.

Law Enforcement Inquiry Policy: Basically, how to respond if/when police or ICE visit the library. Melanie suggested obtaining legal counsel, something the BoB lacks. The Cuba Library budgets \$3000 yearly for the services of Stephanie Cole, an attorney who comes with much experience with Libraries and an ongoing relationship with STLS. The Board agreed with Melanie that she should invite Ms Cole to our next meeting. Carlyn Yanda moved to approve the Interlibrary Loan and the Law Enforcement Inquiry Policies, Allison seconded, and both policies were approved.

Next meeting: Tuesday April 14th, 2026, 4pm, at the Parish House.

Adjournment: Allison adjourned the meeting at 5:10 pm.

Respectfully submitted: Megan Parry, Secretary