

**Alexander Findley Community Library
Board of Trustee Minutes
February 28th, 2022**

Call to Order - Meeting was called to order at 6:35. Present at Meeting Mary, Dan, Nancy, Paul, Ashley, and Cala. Rebecca Brumagin and Judy Hunt were present at meeting as well.

Sexual Harassment – Rebecca Brumagin discussed and reviewed sexual harassment training. Discrimination Included. Designating a responding Board Member and Alternate suggested to handle complaints. Report and Document.

Minutes – Mary moves to approve minutes from February. Paul 2nd

Treasurers Report – Paul has emailed report to board. Paul transferred money today from savings to checking. Annual letter is up to \$9,255. Paul also passed around monthly budget comparison.

Correspondence – None

Strategic Plan – Goal is to have everyone touch base with Cala on their assigned goals.

Goal 1 – Implement Industry Standards & Best Practices for Library Services. Leaders: Dan/ Cala

Goal 2- Offer Creative Programming and Services to Meet Community Needs. Leaders: Karen/Kelly/ Cara

Goal 3- Ensure Staff and Volunteers are Adequately trained & supported. Leaders: Mary/Karen/Kelly/Cala

Goal 4- Strengthen the Library Through Outreach & Communication Efforts. Leaders: Nancy/ Ashley/Andy/Cala

Goal 5- Ensure Organizational Sustainability. Leaders: Paul/Nancy/Cala

Old Business – Jan Dekoff-Trustee training for 2023. Will be set up in the future once training requirements established. **Volunteer Recruitment** – Cala still working on it.

New Business – Patron Appreciation Event- Looking for ideas. National Library week April 3rd through the 9th. Maybe do a day of Cookies and drinks. One day in the Summer as well. **Spring Craft Fair** – May 7th. 10AM – 4PM. Firehall is secured. 10-12 Tables Secured. **Sexual Harassment Training** – Completed Training **New Trustee** – 5-11 Trustees allowed. Nancy has been brainstorming ideas for a new trustee. Mary suggests we try for 2 new board members.

President's Report- Establish a donation letter committee. Andy has volunteered to be apart. Ashley was voted to be apart of this committee. She accepted. Nancy will be putting together a presidents responsibilities sheet. Cala will work on Board Meeting Mondays at 3 until board meeting. To help with the efficiency of the library. Nancy will have knee replacement in 03/15/22.

Library Managers' Report – Cala completed Annual Report training and completed and turned in Annual Report. Closet space rearranged for holiday decorations and books. Started yearly Challenge: 1000 hours Outside. Encouraging 1000 Hours outside and getting kids away from screens. CCLS has received ARPA grant. Each library will be receiving a Samsung Tablet to promote digital literacy. Also through ARPA grant all libraries will get a free 6 month subscription to Northstar (basic computer skills). **Goals – Meet with Darlene to begin planning Summer Reading Program. Start research on FLCF Grant.**

Meeting adjourned at 7:56pm. Mary moved and Dan 2nd to adjourn meeting. Next Meeting March 28th, 2022 6:30PM