

**Alexander Findley Community Library  
Board of Trustee Minutes  
March 27th, 2023**

**Call to Order** – Called to order at 6:31 pm. Present at Meeting: Cala, Dan, Nancy, Mary, and Paul, Karen, Andy, Judy and Ashley. Jan Dekoff was in attendance.

**Minutes** – Mary approved minutes and Paul 2<sup>nd</sup>.

**Treasurers Report** – Annual Letter has brought in \$7,495. Paul passed around the P&L for the first 2 months of the year.

**Correspondence** – Received \$174 from Clymer Education Organization.

**Strategic Plan – Goals are ongoing.**

**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/Cala/Michelle**

**Goal 3- Ensure Staff and Volunteers are Adequately trained & supported. Leaders: Mary/Karen/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 – Volunteer Recruitment-** no new ideas on who could be a volunteer. Mary gave a list of names of who might be good board members. Ashley suggested Judith Thomas as a volunteer. **New Recording, Photography, and Collection Development templates policies-** Cala has gotten some ideas and Jan suggested working with her to help finalize something. **Annual Letter-** Andy brought the letters that have not been delivered. Andy and Mary will work together to see if they can get Correct Addresses. **Butterfly Garden** – Cala still needs to meet with Heather to get a sign made. Cala will have something ready to the events for Earth Day. **Sexual Harassment Requirement-** Andy brought a form that can be completed to meet NY requirements. Board can complete form and send to Nancy. **Annual Report Sign off by Trustees-** Annual Report is completed. Jan suggests having the board make a motion to accept the Annual Report as presented and to note in the minutes. Andy motioned and Mary 2<sup>nd</sup> the approval of the Annual Report. Motion passed. **Get Together Wrap Up-** All had a good time.

**New Business – Craft Fair Update-** Officially Booked. Need a discussion about crafting. Discussed giving Cala the power to make the ultimate decision on who would qualify going forward. Craft Fair is May 6<sup>th</sup>. Mary will pass around sign-up sheet. Advertising so far done in Facebook and through system. It is also listed in the Tapestry and Fun Map. **Trustee 2 HR Training-** Nancy needs to be emailed once training is completed. **Summer Reading Program (Update)-** Raffle Decision. Yeti Cooler, We need to get to \$350 to get discount from Yeti, so we will need to small items to go with it. Selling 250 tickets. Matching last year. Board approved the family travel mugs (4) to go with Cooler.

**President's Report-** Jan Dekoff spoke on funding.

**Library Managers' Report** – Cala has organized the desk space area. The library had one request for Northstar training. Cala will continue to organize craft show. Goals will be to review collection development, review grant money books, and decide if we will be collaborating with Clymer for Summer Reading Program.

**Meeting adjourned at 8:17PM. Dan motions to end the meeting and Paul 2nd. Next Board Meeting is April 24th, 2023 at 6:30pm.**