

**Alexander Findley Community Library  
Trustee Meeting Agenda  
February 24, 2025**

**I.Call to Order – Mary Ford- President @ 6:35 pm**

Present at Meeting: Cala via Phone, Nancy, Mary, Paul, Shari, Judy, Annette, Tony, Kim

**II.Approval of January 27, 2025 Minutes- Annette Tang, Secretary**

**III.Treasurers Report – Paul Fellingner, Treasurer- taxes are completed!**

Cash reconciliation was sent out - \$9895.00 received in donations thus far.

Our new Library Assistant is Hanna Crossley and her paperwork has been completed. Start date for her was last Tuesday, February 18, 2025.

**IV.Correspondence- None**

**V.Strategic Plan – Note: Cala is on all these goals**

- a. Goal 1- Implement Industry Standards & Best Practices for Library Services. Leaders: Shari
- b. Goal 2-Offer Creative Programming and Services to Meet Community Needs. Leaders: Annette, Kim, Shari
- c. Goal 3-Ensure Staff and Volunteers are adequately trained & supported. Leaders: Kim, Mary
- d. Goal 4-Strengthen the Library Through Outreach & Communication Efforts. Leaders: Nancy, Andy, Annette, Tony
- e. Goal 5-Ensure Organizational Sustainability. Leaders: Paul, Nancy, Tony

**Old Business :**

a.Framed Lottery tickets at Fall Craft Show- That day only, or specific timeframe/# of tickets?/price?  
Update: Alexanders tried this idea made \$700.00 after cost of \$100. Outlet candle store might be an idea...then award during craft fair a month later. Can charge \$5 - \$10 based on examples ....

\*A mix of tickets for total of \$75 worth and then sell for \$5 each is decided.

The scheduled date for the craft fair is Saturday, May 3rd.

We have tickets available to use.

b.Trustee Training Webinars via Capacity Lab- 2 hours per year. Let Mary know when you're done.

c.Revised Strategic Plan-lay eye on-everyone has existing copy until Cala adds dates back in

d. Annual letter- Thank you to Andy & Mary- well done & as mentioned above the response has been very good thus far!

e. Board get together - recap- thank you to Mary and Paul for hosting! A very enjoyable evening even with the snow!

f. Housekeeping: sexual harassment training, conflict of interest, 2 hours trustee training

**New Business:**

a. **Appoint new Library Assistant Hanna Crossley - Cala reports that she is a positive addition due to her knowledge and experience with grant writing and working with children., for starters. \*\* (see below)**

b. **Adverse weather policy issue: We do follow school closing schedule. There is a need for more guidelines for bad weather and night time driving. A 4 pm cut off is discussed and decided upon due to the sunlight. Staff should call two board members to get opinion on the current weather situation. Noted that local Findley Lake weather is changeable and not necessarily the same as neighboring towns! All agree that safety is a top priority during our winter snow & ice conditions.**

c. **Craft show update- discussed raising prices on Vendor Auction- (currently \$5 for 25 Chances)**

**Cala's update.....currently 6 tables are booked at \$35.00 per table. Discussion about ticket sheets that are usually easy to use-\$ 5 or \$10 and 50/50 raffle**

**President's Report-None**

**Library Managers' Report- Annual report is being worked on by Cala. Board members have to sign off on it.**

**\*\*Hannah Crossley appointed and approved as of February 18, 2025 by all board members for the Library Assistant position.**

**Other Business/Adjournment –@ 7:15 pm**

NEXT BOARD MEETING March 24, 2025 @ 6:30 PM

An additional note from your Secretary- Please notify me if you see any mistakes/corrections that need to be made! Preferably in an email with reply to all! Thank you!