

**Alexander Findley Community Library
Board of Trustee Meeting Minutes
Monday January 27, 2025**

- I. Call to Order @ 6:36 by Mary Ford – President
Present Mary, Paul, Shari, Nancy, Andy (phone) and Cala
- II. Approval of November 25, 2024 minutes, one amendment, the microwave was donated by Nancy, refrigerator was purchased from money available in the budget, not by Mary. Amended minutes approved, Mary motioned, Shari 2nd
- III. Treasurers Report – Paul – AFCL received 22,250 from the Town. Taxes will be ready for Scott Bensink early February. Paul will have an End of the Year comparison Budget vs Actual by the February meeting.
- IV. Correspondence – We received a Thank You from the Fire Hall and Kathy Johnson (crafter)
- V. Strategic Plan (Cala is on all goals) Goals are ongoing
Goal 1 – Implement Industry Standard & Best Practices for Library Services. Shari
Goal 2 – Offer Creative Programming and Services to Meet Community Needs. Annette, Kim, Shari
Goal 3 – Ensure that Staff and Volunteers are Adequately Trained and Supported. Kim, Mary
Goal 4 – Strengthen the Library Through Outreach & Communication Efforts. Andy, Annette, Nancy, Tony
Goal 5 - Ensure Organizational Sustainability. Nancy, Paul, Tony
- VI. Old Business
 - a. Framed Lottery Tickets at Future Craft Show. Sell that day only or possibly Our Own Candle Company sell a month before May Craft Fair. Alexanders had a Lottery Tree, paid \$100 for tickets, made \$700 (benefiting the Fire Dept.)
 - b. Trustee Training webinars via Capacity Lab – 2 hours per year. Let Mary know when you have completed the sessions. This requirement is from the State.
 - c. Revised Strategic Plan – all have copies and Cala will add dates back in when time allows.
 - d. Annual letter, \$9,620 to date – Thank you Andy for the letter
- VII. New Business
 - Board Christmas Party – Mary and Paul’s house February 2, 2025 @ 4:30, bring a dish to pass.
 - Housekeeping – need to complete/sign sexual harassment training, conflict of interest and 2 hours of Trustee training
 - New fundraising ideas?

- Assistant position posted on Facebook, Library website, CCLS System website, posters in Library, Community Center Building and Post Office. What hours will be for the new Assistant.

VIII. President's Report – none

IX. Library Manager's Report – See December and January Reports

- There has been a group of Home School Children using the library for 3-4 months. A craft has been provided for them by the library. It was discussed that the library should not be using its supplies or time for this and providing a craft for them is not in the job description for the Library Manager. Another issue has been problematic, the books taken out have not been returned in a timely fashion, many books our library has borrowed from other System Libraries and have not been returned. Cala has spoken to the leader of the Home School children, but the issue is ongoing. Library time is OK, but not over due books and crafts. Cala, Shari and Nancy will draft something for "Use of Space". A general template.

X. Adjournment at 7:41, Nancy moved, Shari 2nd

*******Next Meeting February 24, 2025*******