

Alexander Findley Community Library

Trustee Meeting Minutes

August 25, 2025

- I. Call to Order- Mary Ford- President. Visitor / New Trustee Bill Simkins
Called to order at 6:39 pm

In Attendance: Cala, Mary, Shari, Paul, Kim, Tony, Nancy, Bill, Andy (remote), Annette

- II. Approval of July 28, 2025 Minutes - Annette Tang, Secretary, Tony & Paul motion

- III. Treasurer's Report - Paul Fellingner, Treasurer \$11,095.00 now with another donation from Annual letter, Shari and Nancy motion

- IV. Correspondence- None

- V. Library Manager's Report- See August handout for details!
Kim Initiated - ** Kudos to Cala for her creativity and hard work!! We appreciate you!

- VI. Old Business

- a. Trustee Training Webinars via Capacity Lab- 2 hours per year. Tell Mary when done
- b. Revised Strategic Plan - we'll have to update it next year, so dates can be added
Back in with any new goals/projects
- c. Annual Letter - update
- d. Erie Gives - Made an "Oops we missed the deadline" online plea, a couple came in and gave us a check for \$100
Mary's comments on Capacity Lab for Bill's and everyone's benefit...
And Erie Gives details -
Shari- tried New State Library System to do class time, was more interesting! Website
Is listed in our 2023 Handbook-

- VII. New Business

- a. Vote on "What happens when Cala's sick Policy" that Nancy wrote up-
Discussion on the info Nancy sent in an email prior, substitutes etc.
Copy of the policy given out at meeting. Vote on Policy- Kim & Tony motion
All approve
- b. Vote on Bill Simkins as new Trustee - Nancy, Shari motion- All in favor.
- c. Book Sale- When are we setting up? Are all shifts taken? Cala signed the contract and gave it to Mary Norcross

Set up- Thursday 5 pm !! Figuring out details - tables, helpers, tear down etc.

Meet at Waterwheel Overlook building-

VIII. Presidents Report- None

IX. Strategic Plan (Cala is on all these goals)

- a. Goal 1- Implement Industry Standards & Best Practices for Library Services (Shari)
- b. Goal 2- Offer Creative Programming and Services to Meet Community Needs (Annette/Kim/Shari)
- c. Goal 3- Insure that Staff and Volunteers are Adequately Trained and Supported (Kim/Mary)
- d. Goal 4- Strengthen the Library Through Outreach and Communication Efforts (Andy/Annette/Nancy/Tony)
- e. Goal 5- Insure Organizational Sustainability (Nancy/Paul/Tony)

Meeting Adjourned @ 7:45 pm

Next Meeting - September 22, 2025 @ 6:30 pm