

**Alexander Findley Community Library
Trustee Meeting Minutes
July 28, 2025**

I. Call to Order – Mary Ford- President @ 6:33pm

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

**** Bill Simpkins is not attending this evening - next meeting date instead. (New Trustee)**

II. Approval of June 7, 2025 Minutes- Annette Tang, Secretary

Tony and Andy approved.

III. Treasurers Report – Paul Fellingner, Treasurer

\$1614 profit from flairs

\$10,995 from Annual letter

\$2000 from Chuck Schneider

Bills are paid!

Nancy and Tony moved to accept!

IV. Correspondence- Cute letter from young patron- Trinity, very sweet!

V. Strategic Plan – (Cala in 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

VI. Library Managers report- Please refer to handout

VII. Old Business

a. Flares- follow up - results (see above)

b. Trustee training webinars via Capacity Lab- 2 hours per year, let Mary know when you're done.

Go to: www.nycon.org/capacity-lab

c. Revised Strategic Plan - we'll have to update it next year, so dates can be added back in with any new goals/projects

d. Annual letter- update- (see above) and many thanks to Andy for your creative writing skills!

VII. New Business:

a. Erie Gives- discussion on the registration process which is not complete at this time. Part one of the process seems to be done but another deadline might have been missed. Overall we can get it done for next year. The process was not as easy as it first seemed, and is in 2 or 3 parts!

b. We want to meet Bill first! Then vote!!

c. Procedure for who will run desk if Cala is unable to be at work on a day when Hanna is not there (Mondays). Existing KOHA instructions and cheat sheets are located in binder in closet behind the circulation desk.

Christina volunteer - visited the library and has been volunteering often

Discussion on having volunteers as follows:

Board members should be there with the volunteer - (shouldn't be the volunteer's decision)

Use text please! Nancy to send out a note about chain of command in case Cala can't be at Library.

Group text possibly?

Motion to accept - written by Nancy

VIII. President's Report-none

Other Business/Adjournment - Noted that we need to be ready to sign up for book sale time slots.

Next meeting is just a few days away from the Labor Day weekend / Book sale!

Meeting adjourned at 7:20 pm

NEXT BOARD MEETING is August 25, 2025 @ 6:30 pm