

**Alexander Findley Community Library
Board of Trustee Meeting
March 24, 2025**

I. Call to Order – Mary Ford- President at 6:32 pm

Present at Meeting: Cala, Mary, Paul, Shari, Kim, Judy, Annette

II. Approval of February 24, 2025 Minutes- Annette Tang, Secretary (Kim 1st, Shari 2nd)

III. Treasurers Report – Paul Fellingner, Treasurer - Annual letter donations currently at \$10,475.00!

He has also done insurance & audit info that is required each year. (Shari 1st, Kim 2nd)

Thank you Paul!

IV. Correspondence- Hand made card given to Cala, very sweet, made by one of the children.

V. Strategic Plan – 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

VI. Old Business :

a. Lottery tickets at May craft show- Mary update: placed at OCCC outlet, tickets sold there, Secret Cubby and the Library. Mary brought the lottery tree in- very clever display with tickets in garden theme! 13 lottery cards total for \$5 per ticket. Thank you Mary for making that & showing us. Reminder that the craft show is Saturday, May 3rd, week after our next meeting.

b. Trustee training webinars via Capacity Lab- 2 hours per year, let Mary know when you're done; login to your email and search for "Sexual Harassment" or "Capacity Lab" and any email you have contains those words will pop up for you to find the links and info!

c.Revised Strategic Plan- - lay eye on- 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 III. above)

e. Craft show- Cala update; currently 21 booked, waiting to hear back from some regulars. Max could be 33-39 tables.

Discussion on the desserts- Kim to call volunteers for donations. Thank you Kim!

Mary & Shari will continue their shopping routine for the upcoming Craft Fair.

Cala will put in Tapestry to advertise. Plus pre - show article might happen as in other years. Website for Chautauqua county, and possibly Facebook for more ads and getting the word out.

VII. New Business:

a. Craft show volunteer and sign-up sheet was passed around for the May 5th, Saturday event.

b. Flares- Mary ordering soon

Discussion on the craft fair, location in the future will have to change. Also the items to sell or auction with baskets, just as a change to the fair routine. Some ideas were suggested, more discussion needed to make decisions on this.

VIII. Presidents Report:

Sold cookbooks - \$120

Mary will give Secret Cubby 25 tickets to sell for the lottery tree to start.

IX. Library Managers' Report- Cala handed out her report for March, please refer to that! Calls for tables need to be made to finish the list of crafters. Judy, Kim and Annette volunteered to call on Monday morning March 31st @ 10 am.

\$225 from a grant that can be used for the library magnets which are coming soon.

Impacts from our current White House administration might impact our money going forward.

Other Business/Adjournment –

Cala is requesting assistance with the entire craft fair event, to help organize, make calls to crafters, find helpers etc. (I am mentioning it in this report even though it is in her report as well so we can be thinking of the best ways to achieve this.)

Meeting adjourned at 7:30 pm

NEXT BOARD MEETING April 28, 2025 @ 6:30 pm