

Alexander Findley Community Library

Trustee Meeting Minutes

September 29, 2025

I. Call to Order- Mary Ford- President @ 6:42 pm

In Attendance: Cala, Mary, Shari, Paul, Kim, Nancy, Judy, Bill, Andy, Annette

II. Approval of August 25, 2025 Minutes - Annette Tang, Secretary - Motion Nancy/Mary

III. Treasurer's Report - Paul Fellingner, Treasurer

Annual budget- has to turn into the township which is being worked on to be submitted soon. Cash Rec was sent out by Paul in our emails. Shari/Kim Motion

IV. Correspondence- Nancy reported on Schneider (Charles) note on the donation given

V. Library Manager's Report- See her handout for September 2025 Managers report for the details and all the accomplishments during summertime!

VI. Old Business

- a. Trustee Training Webinars via Capacity Lab- 2 hours per year. Tell Mary when done (See handbook page 125 for more info)
- 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. Book Sale- follow up- Paul sent out the results \$1058.50 including donation bin!! (Which is Minus the \$100 to the Historical Society)
Thanks

VII. New Business

- a. Craft Show- booked - Saturday November 1st.
Soup volunteer needed (chicken noodle - Kim has offered)

Additional Money Maker- Lottery tree? Date: Nov 1st

Shari & Mary will do grocery shopping & adjust quantities if necessary.

Kim- call for pies - Annette to make chocolate muffins and 1 pie

Will sell lottery tickets for extra money maker - Kim doing a tree - Bill can get tree

From OCC to use, Paul will get tickets

Advertising at gift store, outlet, Library, Twin docks, pictures and actual tree

**** Set Up on THURSDAY because Halloween is on the Friday!!

Sign up sheet was passed around for working that day.

Need People to work at the front of the sale by door (50/50) & Lottery tree

BAG stuffers!! For placing into bags at different stores in town!!

Paul- Will get donuts

- b. Annual Letter- Who's writing it? Write the Thank you at the same time, so it's ready to

go when the checks start coming in! Let's keep it light hearted since that makes people feel good etc

***A note from the secretary- Was it decided "Who" was writing these? I might have missed it or no decision was made.

- c. Bill needs to be on a goal- Goal # 1 needs someone so Mary has suggested Bill for that goal.

VIII. President's 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 @ 7:55 pm - Motion/ Nancy

Next Meeting - October 27, 2025 @ 6:30 pm