

Alexander Findley Community Library  
Trustee Meeting Minutes  
March 23, 2026

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

- I. Call to Order – Mary Ford, President @ 6:31 pm
- II. Approval of February 23, 2025 Minutes – Annette Tang, Secretary - Approved by Paul and Nancy
- III. Treasurer’s Report – Paul Fellingner, Treasurer  
\$ 9270.00 has been received for annual letter and \$2000.00 from Chuck Schneider via Erie Gives.  
Taxes are completely done! Yay! Thank you Paul. Kim and Shari approve.
- IV. Correspondence – Letter from Chuck Schneider/donation (as mentioned above)
- V. Library Manager’s Report - See her handout- Good accomplishments have happened in March!
- VI. Old Business  
\*\*\*\*Try looking up from other sources for training and new information! Please share if you find new information to use on Library related topics.
  - a. Trustee Training webinars via Capacity Lab – 2 hours per year, let Mary know when you’re done; looking in Non-Profit Partnership training
  - b. Revised Strategic Plan – We’ll have to update it by the end of next year, so dates can be added back in then with any new goals/projects
  - c. New Fundraiser--- Kim wrote donation letter, or other ideas

Update from Kim: She wrote the letter for business donations and is compiling a list of places to email. She will send us the final letter in email to see. How much to charge? \$10/ticket perhaps?

Trip gifts have timeframes especially with summer coming up, so need to set up with that in mind.

(\*\*\*Since the meeting Kim has sent out the final draft of the letter so check your email if you haven’t read it yet!)

VII. New Business

Give Big CHQ, Erie Gives—keep them on the calendar (June/August)

- b. Flares? Mary will call for cost - (\$3000.00. order needed) Each Case=36 flares. Will order at minimum 30 cases. 33 cases is preferred if possible. Consider raising prices, from \$4 to \$5. Usually sold at Twin docks, Library, Hardware. We could ask the Dispensary if they could sell. Kim and Paul approve the ordering of 33 cases.  
Cleaning question for the floor care - both hardwoods and carpeting cleaning need to be

done. Unsure which company to get to do this work. Discussion on factors involved such as furniture moving, dry time, cost, day of week when it's not as busy in community center, etc. Cala will look into possibilities.

VIII. President's Report – none

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

a. b. Goal 1 – Implement Industry Standards & Best Practices for Library Services (Shari/Bill)

Goal 2 – Offer Creative Programming and Services to Meet Community Needs

(Annette/Kim/Shari)

c. Goal 3 – Ensure that Staff and Volunteers are Adequately Trained and Supported

(Kim/Mary)

d. Goal 4 – Strengthen the Library Through Outreach & Communication Efforts

(Andy/Annette/Nancy/Tony)

e. Goal 5 – Ensure Organizational Sustainability (Nancy, Paul, Tony)

Kim and Andy motion to end the meeting!

NEXT BOARD MEETING April 27, 2026 – 6:30 pm