John Trigg Ester Library Board of Directors Meeting

February 7, 2017

Monique Musick

Mindy Gallagher

Gary Pohl

Carrie Correia

Eli Sonnafrank

Monique reviewed unofficial minutes for review.

Board Development

Board Performance Matrix

Threshold of participation from threshold to exceptional

Role of a board

Roles and responsibilities of board members

Think about communications outside the board. Progress on the Clausen cabin is a positive part of repairing community relations.

Treasurer’s

$20,355.10 Savings & Checking

$14,337.42 PH

Dedicated Clausen funds $3,453.88

CRS $1,700 – for insulating under floor

Finance report – attached

Donor letters were sent

New laptop has been purchased, Quickbooks loaded – needs review of set-up

Received Fred Meyer Rewards check – participation is up

1099 forms were sent

Pick.Click.Give.

Grants-

Grant Station subscription expiring

CAPSIS grant application has been updated by Gary and Deirdre

Adding an analysis of Passiv Haus vs. BEES – from AKWARM

Annual energy costs with PH is $539/year

With BEES $3,400/year @$2.50/gallon

Due Feb. 13

Pick.Click.Give “Bonus Grant”

Attended webinar by Pick.Click.Give – last year giving was down

Giving is likely to be down again this year, concern is high among non-profits

Fundraising incentives – increasing donors, donations

GoodCent$ grant application for Clausen

Gary is working on it still

Facilites

Clausen Cabin work has been underway

Painting and flooring is finished

Need a punch list for electrical work

Moved stove

Staining in almost finished

Doors are hung – need trim and hardware

Need to move items out of the office, set carpet, and set-up office area judiciously

Need to secure under the floor

Then we can move in the floor shelves

Need to plan for books

Some work parties will be a good way to bring in new people

Will need to make a plan on the collection to come into the cabin

Volunteers can help move in the shelves and books

Watch floor carefully- no sliding!

Passive House

On hold for now

Monitor hydro seeded areas in the spring

Volunteers/Membership – no report

Policy rewrite

Working on reviewing and revising

Need to bring Deirdre in

The policy was clearly written with significant input by librarians – need to balance edits with librarian’s guidance

Business plan- no new update

Collections –

Collection reports will feature books

Clausen Cabin-

Need to organize the collections planning for the cabin

New laptop –

Monique will review what Mindy started

Seedy Saturday planning

Speakers verified

MOTION: Approve the purchase of table cloths, 14 signs and seed envelopes from Sam’s Club for the events. – Gary

Second- Carrie

MOTION – print event signs at the lowest cost vendor. – Mindy

Second – Eli

Approved

Unofficial open house of the Clausen Cabin – will have space open

Readers on the Run
We can’t hold the race outside of Runners Club North

It’s too late now to approach the board about April event

October is a busy time for board work

What would be a good substitute time?

We can better delegate the duties and keep with the original date

Website updates

Payment is out of test mode but not quite configured

Developers on vacation – more updates soon

Still need to write some thank you messages and add account details

Pick.Click.Give.

$250 registration due in March – they take 7% – do we wish to continue?

We can’t predict giving patterns

We made ~$900 last year

It gives us good visibility and legitimacy

Is it possible to log-in and see what our numbers were last year?

We may be able to qualify for big money if we can increase our numbers

Encourage people to give to give a little to help earn a bonus reward

Sam’s Club

Work on regular requests

Lowes and Home Depot – request materials for ramp

Charity Walk

Not much obligation, 5K around town – eat food

May 12, 6 p.m. -- Friday evening event

We can get walkers ($25) or pledges/donations sheets for walkers

Some donate and don’t walk, some just pay to walk and eat

First Aid kit for the cabin

Coat rack – can someone make one? Donate one?

Next BOD date – Switch to Monday’s -- March 6, 2013 (to avoid Spring Break)

Adjourn 8:17