John Trigg Ester Library BOD Meeting –June 13, 2017

Meeting called to order at 6:33 PM. Present: Syrilyn Tong, Mindy Gallagher, Monique Musick, Gary Pohl, and Carrie Correia

Minutes from May 9th –

Motion to adopt– Mindy, Second – Gary, passed

**President’s report** – Fundraisers coming up and will need all hands on deck. We are right on track with our budget.

**Treasurer's Report** – The monthly finance summary for the month of May distributed.

**Finance Committee**

* Bear Electric bill paid
* 990 EZ done and submitted
* No other bills received this month
* New policy is in the process of being developed for Finances, decided we need to set budget by end of year

**Facilities and Grants Committee**

* Window made and needs to be put in
* Handicap Ramp
	+ Dirt work needed. Gary will contact Tanana Truck and Tandem for an estimate
* Moose rack will be put over the door by Eli and Gary
* Yard clean up will be Sunday the 25th . Gary to contact Greg Selid for use of trailer. A call out for volunteers will be put out on website and Facebook. Time will be from Noon-4pm
* Sign for future site of new library be designed by Gary. May contact Carpenters Union to build
* Good Sense Grant still needs to be done

**Policy Re-write Committee**

* Board Member Responsibilities Policy
	+ Mo motioned to adopt as amended, Gary second, so passed
* Whistle Blowers Policy
	+ No discussion or amendments
	+ Mo motioned to adopt , Gary Second, so passed
* Social Networking Policy
	+ No discussion or amendments
	+ Carrie motioned to adopt, Mindy second, so passed
* Program policy deletion to be tabled – we wanted to think about this some more before voting on it
* Volunteer Policy to be created

**Business plan Committee**- no update; wanted to ask Ruth some ideas

**Collections Committee**

* 40 books added this month online. Kay Sisson has been assisting in cataloguing
* Instruction sheet on online cataloguing to be created for volunteers
* Diedre wants to donate the Helfferich family collection. Discussion ensued about honoring Diedre for her many years of work on the Library. Carrie motioned to make honorary stamp designed by Diedre and have her stamp the books, then store them so that at a later time we can add them and know that they’re from the Helferrich’s. Mo Second, so passed.

**Old business**

Website tabled – Eli was not present to give an update

**New business**

* Marina Day has resigned from the Board
* Tape and Tarp Ball
	+ Event to be created on Facebook page by Mo
	+ Budget proposed: Sound $350, Band $125 as a tip, Marketing $50 and Auction Supplies $30 total : $550 Mo motioned to accept, Carrie Second, so passed
	+ Total revenue target is $3,900
	+ Gary to confirm with Malemute Saloon for 7pm-11pm time slot
	+ Mo motioned that ST’s business to be employed to do the sound, Gary Second, so passed
	+ ST to ask Amanda to design the flyer/poster
	+ Volunteer committee to be headed by Mo and Donation Committee to be headed by Carrie
	+ Donation letters need to be taken to local businesses by all board members
* Gullivers credit of $1,354 needs to be used immediately, as it appears that Gulliver’s is folding
	+ Ruth Rutherford to consult in choosing books in young adult and school assigned books. Ruth will be given $50 from JTEL funds to complete purchases.

Next BOD Date 7/11/2017 6:30pm

Meeting adjourned at 8:21pm