# JTEL Board Meeting–May 31, 2020

Commence: 4:00 PM

Attendees: ST, Carrie, Sarah, Mindy, Gary, Hannah, Ritchie and Alex

1. Approval of last month’s BOD minutes
2. President Report – We’re in strange times with COVID! The library has been closed (except for a couple of people who’ve made special arrangements for browsing).
3. Committee Reports
4. Finances
	* + - 1. Expenses: Through May 2: $3921, including oil from Feb
				2. Income: $7471, including $750 from Holland America grant
				3. Expected expenses for the rest of the FY: $3414 – does not include the insulation project or other facilities stuff
				4. Only leaves a surplus of $136, but we’re $10,089 surplus from the last 3 FY’s
				5. Pick.Click.Give donations down $500 from last year ($675 this year), probably due to hard times from COVID
				6. The new credit card is now a 2% cash back card, and is being used as much as possible because there’s a one time $500 bonus if we spend $4500 in the first 3 months
	1. Collections
		1. Added Dewey Decimal numbers to history and juvenile picture books brought over from Frank’s place. Completed cataloging 1 box of Four Winds material and a box of donated juvenile picture books, as well as some miscellaneous juv. pic. books, most of which are now in the bins for little kids to paw through.
		2. Added 136 books to the catalog, deleted 95. Total number of items in catalog now: 10,459.
		3. Inventoried additional 1075 books. Total inventoried to date: 2430
		4. Completed inventory and adding spine labels to juvenile picture book collection. Started inventory and adding spine labels to Young Readers collection.
		5. One visitor this month.
		6. Catalogers for February: Kay Sisson, Karyn Holder, Suzann Suzawith, Janet Thompson, Mindy Gallagher. Carrie Correira and Sarah Moisan helped add information on check-out cards.
		7. Plans for March are to complete inventory and adding spine labels on young readers books, and to catalog and shelve 2 boxes of young readers books currently stored in the bathroom storage area. We will then begin inventory and adding spine labels to the General Fiction section. The inventory of nonfiction books on the shelves of the Clausen cabin will continue.
	2. Facilities/Grants-Gary – We need to get the insulation project done, with the ramp and outhouse right behind
	3. Volunteers/Membership/Donors
		* + 1. 4 new members
				2. We need to have a volunteer policy. ST to write one up
	4. Children’s reading –Sarah: There were 3 kids for the inaugural program in March
5. Old Business
	1. Email vote (for the record) – The library went to by-appointment only hours starting in March. Motion carried.
	2. ECA/JTEL/Community planning tabled until the community can meet and discuss

5. New Business

a. Fundraisers – none to be held until COVID restrictions are lifted

b. Library hours to remain the same

c. Request from a person in California for seeds to be sent to them. ST to find out more information before sending out any

 6. Next meeting – None scheduled, as nothing much to talk about