John Trigg Ester Library BOD Retreat –November 17, 2019

Retreat opened at 11:30pm. Present were: Carrie Correia, Syrilyn Tong, Mindy Gallagher, Alex Colon, Gary Pohl, Ritchie Musick, Sarah Moissan and Hannah Hadaway

1. ST led the way with a power point capturing new member orientation, mission statement, history, location of properties and current committees.
2. Committees and committee heads:
3. Facilities – Gary
4. Grants – Gary/Alex
5. Collections – Mindy
6. Volunteers/Members/Donors – ST
7. Business plan – ST
8. Website - Carrie
9. Historian – Hannah
10. Children’s Reading - Sarah
11. The following operational duties were assigned to the following board members to do/oversee:

Post Office Bulletin Board- Ritchie

Answering Machine- Carrie

Quarterly newsletter – Ritchie

1. We talked about JTEL’s goals, a master plan for facilities, and a possible collaboration with ECA on a community building
2. We came up with the following goals for FY 2019:
3. Insulate under Clausen Cabin - Gary
4. Complete handicapped ramp - Gary
5. Re-build the outhouse - Gary
6. Get 4 groups to use our facilities - ST
7. Complete seed cataloging - Mo
8. Complete renovation of the website - Carrie
9. Finish book inventory and Dewey Decimal - Mindy
10. Expand and revitalize children’s program - Sarah
11. Complete JTEL article scrapbook - ST
12. Finish business plan for Clausen Cabin – ST
13. Historian – Hannah
14. Finish the finance policy – ST and Alex
15. The annual budget was reviewed and approved
16. Programs
    * + 1. Seedy Saturday – February and March and possibly a seedling swap
        2. Kids Read – To be determined
        3. Other possible programs –
           1. OLLI-type program for adults – history of Ester?
        4. Group ideas:
           1. Dungeons and Dragons workshop for teens
           2. Knitting group

Retreat concluded at 3:15 PM