

FY 2019 ANNUAL REPORT

Of the John Trigg Ester Library



Message from the President

October 14, 2019

Welcome! It’s been another exciting year! We started the new fiscal year with the annual retreat, where the Board of Directors outlined our goals and objectives for the upcoming year. The overall goal: continue with the Clausen Cabin renovation and put books on the shelves!

Since the majority of the remaining work on the Clausen Cabin was exterior work (refurbish roof and under floor insulation), we focused our wintertime efforts around a new children’s reading program, called “Kids Read” and putting more books on the shelves. Altogether, 10,030 books have been entered into our online catalog. Additionally, we held 4 Kids Read events.

Summer and fall saw renovation of the decades-old roof. Weather and time had taken their toll, and portions of the old roof were rotten and leaking. Thanks to a GVEA GoodCents grant of $5000, the entire roof was renovated and insulation added to bring the roof up to R60. Finally, in the gazebo, the last two stained glass windows were installed with their protective plexiglass shields, a picnic table and a memorial plaque honoring Ida Lane Clausen were added, with the re-dedication to be held immediately following the Annual meeting.

Aside from hard work, we hosted Galen Garwood, the son of Ida Lane Clausen, for his book signing event, held 2 fund raisers to generate the necessary income for operating the library and was the recipient of Stantec Engineering’s “Stantec in the Community” assistance to local non-profits, where they spent several hours cleaning and clearing debris and brush, and then built a sign for the Passive House space.

The current Board of Directors continues to be the driving force behind the metamorphosis of a few buildings and structures into a true library/community center/campus that it has become – thank you for your selfless service, and countless hours of backbreaking and tedious work!

Sincerely,

Syrilyn Tong, President

2019-2020

Facilities Committee

Headed by Gary Pohl.

* Installation of wall mounted shelving for book storage and relocation of shelving units and seismic securement.
* Additional landscaping spruce up, brush clearing, trash and debris hauled away.
* Additional clean out and organization of the brown building.
* Additional clean out and organization of the white building.
* Garden Beds: Two units have been set up for planting.
* Clausen Cabin gutter Installation.
* Design for construction of a new outhouse using materials on hand.
* Interpretive sign (4’ x 8’) was installed on the sign base at the entry to the Passive House site.

Collections Committee

Headed by Mindy Gallagher.

* Cataloging continued as a regularly scheduled activity this year, and the cataloging group met almost every week for at least 2 hours each week. At any one session, we had 2 – 5 volunteers cataloging and shelving books.
* An additional 385 titles were added to our online system with LibraryThing and set up with card pockets, ready to be checked out. Seventy-eight books were removed from the catalog and identified to be sold.
* Total number of books cataloged is now 10,337.
* The focus this year was on organizing our nonfiction using the Dewey Decimal cataloguing system. Alaska/Yukon, Young Readers, and the Four Winds collections were expanded from books in storage or donated.
* In June, we lost the rented space in the Red Building, or Frank’s Place, and had to cull a vast amount of books. A select few books were kept and the rest were donated to nonprofits and the general public. A few of the books were removed from the online catalogue; however, we need to complete cataloguing the books on the Clausen shelves in order to know definitively which ones to delete. The primary focus has been on adding spine labels to the fiction collection and merging the nonfiction books from Frank’s Place with the books previously on the Clausen shelves.
* Donations were received from Ritchie Musick, Sherri Schleiter, Carol Hoefler, and Margaret Rogers, as well as other small donations.



* Thank you to the collections volunteers this year: Kay Sisson, Suzann Suzawith, Janet Thompson, Karyn Holder, Stephanie Sutton, Monique Musick, Ginny Harrington, and Mindy Gallagher. Also, Syrilyn Tong, Alex Colon, Gary Pohl and Charlie Gallagher helped with moving boxes of books.

Grants Committee

Headed by Gary Pohl.

* The grants committee was hampered by the fiscal crisis on the State-wide level. As such, proposals were submitted to the State for “interest”, as no monies were awarded.
* Jeff Weltzin has offered to help with a “letter of introduction” to the Rasmuson Foundation.
* JTEL was awarded a $700 community grant from Holland America/Princess for Clausen Cabin underfloor insulation, which we will receive in FY2020.

Volunteers, Donors & Memberships

Headed by Syrilyn Tong.

* Our volunteer base has 49 people, while we have 38 members.
* The Donor Tree has 16 leaves totaling at least $5300 and includes one corporate leaf - Auto Trim Design (in-kind donation)
* Fred Meyer Rewards program – nearly $240 was raised with this program this past year.

Website Renovation

Headed by Monique Musick.

* The John Trigg Ester Library website, esterlibrary.org is a trove of information on the organization. Throughout the year efforts have been made to clean-up and cut back some of the information, to update items that are no longer active, and maintain an active presence by providing updates on projects, fundraisers, and other activities.
* The JTEL Facebook page is an engagement and communication tool for the community. It plays an important part of promoting the library’s fundraising events and is a key to providing regular information on library activities and progress. Regular pictures, updates and events are posted to the page which has 617 followers. Through Facebook our events generally reach more than 1500 locals.

Business Plan Development

Headed by Monique Musick.

* In March, the JTEL Business Plan was updated to better incorporate the Clausen Cabin, the use of volunteers to maintain library hours, and received a thorough editing of the original content. After the library was forced to vacate its original location (Frank’s Place), further revisions were made. In August the financial section was further developed and it is nearing a final format.
* While the Business Plan provides a general overview and guide and is an important tool for grant writing and fundraising, the board has expressed interest in separately developing operations plans, volunteer guidebooks and other related guides for running the library in its current and future forms.

Growing Ester’s Biodiversity (GEB)

Headed by Monique Musick.

* Two successful “Seedy Saturday” events were held this spring, which are great opportunities to exchange seeds and listen to guest lectures. 14 people attended the 2 weekend events.
* GEB had a static display at the Fairbanks Garden Club’s Flower Show in July.
* One of the biggest developments this year has been a thorough inventory and development of a catalog of the seeds currently in the library. That project will be finished this winter and rolled out with next spring’s Seedy Saturdays.

Historian Committee

Headed by Sherri Schleiter.

* JTEL specific articles were cut from past editions of the Ester Republic, and will be assembled and organized
* Ester Republics were placed at the Ida Lane Gazebo for passing patrons to enjoy

Children’s Reading Committee

Headed by Sherri Schleiter.

* There was one reading event this past year, held just prior to the LiBerry fundraiser. It attracted one participant.

Finances

Current balances, as of 9-30-19

Passive House Savings Balance: $14,198.08

Regular Savings balance: $24,262.22

Regular Checking balance: $ 800.00

Change fund balance: $ 50.00

Endowment fund: $ 5,668.13

Current Restricted Funds, 9-30-19

Ruth Jasper Children’s Fund $ 1,720.00

Gazebo Fund $ 110.54

FY18 vs. FY19 Profit and Loss Statement

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Income |  |  |  |  |  |
|  | Direct Public Support | |  |  |  |
|  |  | Individ/Business Contrib. | $2,579.08 | 3,761.94 |  |
|  |  | Li-Berry Music Festival | $2,451.82 | 3,635.00 |  |
|  |  | SuperHeroes Night Out | $2,672.35 | 3,771.65 |  |
|  | **Total Direct Public Support** | | **$ 7,703.25** | **11,168.59** |  |
|  | Foundation Grants | | $ 5,000.00 |  |  |
|  | Government Grants | | $ 5,263.00 | 5,263.00 | FNSB Community Revenue Sharing grant |
|  | Interest Income | | $ 31.37 | 45.73 |  |
|  | Membership Dues | | $ 1,400.00 | 200.00 | Members not signed up at fundraisers |
|  | Other Types of Income | |  |  |  |
|  |  | Merchandise Sales | $ 354.00 |  |  |
|  |  | Miscellaneous Revenue | $ 80.00 | 4,126.85 |  |
|  | **Total Other Types of Income** | | **$ 434.00** | **4,126.85** | Stripe account – fraudulent income |
| **Total Income** | |  | **$ 19,831.62** | **20,804.17** |  |
| Expenses |  |  |  |  |  |
|  | Contract Services | |  |  |  |
|  |  | Accounting Fees | $ 340.00 | 350.00 |  |
|  | **Total Contract Services** | | **$ 340.00** | **350.00** |  |
|  | Facilities | |  |  |  |
|  |  | Clausen Renovation | $ 8,868.55 | 1,346.22 |  |
|  |  | Property Insurance | $ 1,110.00 | 1,114.00 |  |
|  |  | Rent | $ 600.00 | 350.00 |  |
|  |  | Taxes | $ 746.01 | 600.99 |  |
|  | **Total Facilities**  Operations | | **$ 11,324.56** | **3,411.21** |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | Fundraising Expenses | | | | | |  | |  | |  | |
|  |  |  |  | |  | | | Other | $ 31.48 | | 240.00 | | Donor tree mural | |
|  |  |  |  | |  | | | SuperHeroes Expenses | $ 531.66 | | 699.43 | | Highway banner | |
|  |  |  |  | |  | | | Li-Berry Festival Expenses | $ 234.76 | | 930.25 | | Both years’ sound expenses paid in FY19 | |
|  |  |  | Administrative fees (box rental, web, credit c ) | | | | | | $ 260.72 | | 288.15 | |  | |
|  |  |  | State and Borough Fees | | | | | | $ 350.25 | | 432.75 | |  | |
|  |  |  | Books, Professional memberships | | | | | | $ 356.20 | | 210.00 | |  | |
|  |  |  | Office Equipment | | | | | | $ 30.00 | |  | |  | |
|  |  |  |  | |  | | | Postage | $ 89.20 | | 55.00 | |  | |
|  |  |  | Printing and Copying | | | | | | $ 38.48 | | 33.00 | |  | |
|  |  |  | Supplies | | | | | | $ 1,006.79 | | 511.03 | |  | |
|  |  |  | Utilities | | | | | |  | |  | |  | |
|  |  |  |  | |  | | | Electricity | $ 551.00 | | 566.00 | |  | |
|  |  |  |  | |  | | | Heating Oil | $ 1,324.00 | | 1,034.90 | |  | |
|  |  |  |  | |  | | | Telephone, Telecommunications | $ 918.70 | | 1,581.93 | | Higher speed internet | |
|  |  |  | Programming Expenses | | | | | | $ 692.77 | | 50.00 | |  | |
|  |  | **Total Operations** | | | | | | | **$ 5,862.52** | | **6,632.44** | |  | |
|  |  | Other Types of Expenses | | | | | | | $ 49.50 | | 4370.74 | | Stripe account – fraud return | |
|  | **Total Expenses** | | | | | |  | | | **$17,576.58** | | **14,764.39** |  |
| **Net Income** | | | |  | |  | | | | **$2,255.04** | | **6,039.78** |  |

**Programs and Events**

Seedy Saturdays

We brought this program back, now that the State Legislature revised some of their policies to make this federally legal. The event was held over 2 weekends (February 23 and March 2), with Virginia Damron speaking about Culinary Herbs on the 1st weekend, while our own Monique Musick spoke about the Growing Ester’s Biodiversity program on week two. 14 people showed up over the course of the 2 weekends.

SuperHeroes Night Out

We held this on the same weekend as Mother’s Day, and as a result, the total number of attendees was only about 30. However, the number of silent auction items was the largest ever, and that netted $2,788.95 by itself. We netted $3,078.71.

17 people signed up to participate in the costume contest, which raised $531.65. The winners were: Miranda Mosier, Kayt Sunwood and Jake Timm

LiBerry Pie and Music Extravaganza

Continuing with the changes that were implemented last year (the pie contest was held at Clausen earlier in the day, with non-winning pies and those just brought to eat available to patrons from the beginning), we held this in late September. We attracted 93 people. Between the gate, donations and pie sales, we netted $2702.88. A new grand champion and sweet champion was crowned: Tara Chrisman, while Sarah Furman took the savory champion prize.



Thanks to all of the following for their loyal and sustained support this past year!

**Board members**: Syrilyn Tong, Monique Musick, Carrie Correia, Alex Colon, Mindy Gallagher, Gary Pohl, Sherri Schleiter, Ritchie Musick, and Karla Secor

All of the **board’s spouses and significant others** for their support and assistance

**The following businesses and organizations**: AcuTribe Health and Wellness, Alaska Coffee Roasting Co., Animal House Veterinarian, Apocalypse Design, Arctic RV, Arctic Sun Virtual Reality, Auto Trim Design, Becky Anderson Art, Big Daddy’s BBQ, Bishop’s Jewelry, Brown Jug Liquor, Fairbanks Visitors Industry, Coldspot Feed, Comic Shop, Cookie Jar Restaurant, Expressions in Glass, Far Above Rubies, Floorcraft, Food Factory, Gold Hill Express, Gold Dredge #8 and the Riverboat Discovery, Golden Eagle Saloon, Golden Heart Community Foundation, Great Harvest Bread Co., HooDoo Brewery, Judie Gumm Designs, Lemongrass Restaurant, Lowes Home Improvement, McShane’s Carpet Plus, Mt. McKinley Bank, Mt. View Optical Shoppe, NAPA Auto, One Hit Wonder, Pump House Restaurant, REI, Sound Solutions, Taylor’s Gold and Stones, Turtle Club, Unity Outreach, UnSupervised, Ursa Major Distilleries, and Water Wagon.

**Volunteers and donors of time and goods**: Jesse Bartlett, Terin Brown, Amy Cameron, Ruby Campbell, Katey Clawson, Virginia Damron, Liz and Sarah Furman, Charlie Gallagher, Ginny Harrington, Karyn Holder, Jake McGee, Sarah Moisan, Mike Musick, Amy Pohl, Jay Pritchard, Ruth Rutherford, Meagan Scheer, Carey Seward, Kay Sisson, Stephanie Sutton, Suzann Suzawith, Janet Thompson, and Bryan Wheatthins.

**Members**: Linda Clark, Ross Coen, Alex Colon, Sandy Dauenhauer, Charlie and Mindy Gallagher, Josh Harris, Carla Helfferich, Elizabeth Hinkle, Ravenna Koenif, Sandy Laflin, Mary Matthews, Elizabeth McGlothen, Peter McRoy, Monique Musick, Gary and Susan Pasternak, Christine Russell, Greg Selid, Kathleen Sisson, Eli Sonafrank, Alice Stickney, Amanda TerMeer, Spurkland Tobben, David Valentine, Maegan Weltzin.

**Lifetime Members**: Scott Allen, Sine Anahita, Deirdre Helfferich, Bill Lockwood, Carol Meares, Birch Pavelsky, June Pinnel-Stephens, Sherri Schleiter, Dennis Stephens, Syrilyn Tong, Barbara Trigg, and Judie Triplehorn

**2019 Donors**: Sine Anahita, Blythe and Rianne Campbell, Darcel Cleary, Tania Clucas, Carrie Correia, Sandy Dauenhauer, Spencer Douthit, Sarah Furman, Mindy Gallagher, Christina Howell, Emily Koehler-Platten, Jeanne Laurencelle, Hilda Melchoir, Mike and Ritchie Musick, Monique Musick, Susan Nesbitt,Gary and Susan Pasternak, Gary and Amy Pohl, Brenda Sadler, Jane Sellin, Leonard Simmons, Kathleen Sisson, Eli Sonafrank, Janet Thompson, Gerald Timmons, Pat Turner, Syrilyn Tong, Christopher Turner, and Renee Waters.