

**John Trigg Ester Library**  
Board of Directors Meeting  
November 8, 2020

**Members present:**

Directors Gary Pohl, Syrilyn Tong, Mindy Gallagher, Ritchie Musick, Carrie Correia, Kristen Hanley, Sarah Moisan, and alternates Mina Doerner and Sharon Lockwood

The meeting was called to order at 4:02 by president Gary Pohl.

Ritchie moved to approve the agenda, Mindy seconded it and it was accepted with an addition by ST.

**Minutes of prior meeting:**

Carrie moved to approve the minutes as presented, ST seconded it and the motion passed.

**President's Report:**

Gary has been to Mt McKinley bank to change signers on the account. Minutes were submitted to authorize this. The remaining officers, Ritchie, Sarah, and ST need to go there, ask for Rhonda, and sign the appropriate forms.

We reviewed the internet password, door code, and directions needed to replace the key into the keybox located left of the back door.

**Financial Report (see attached)**

ST presented the monthly report as well as the tentative budget for the coming year. With the pandemic we cannot plan on having our usual two fundraisers, the Liberry Festival or the Super Heroes Night. Each was listed to bring in \$4000. In order to keep our income more in line with our expenses it was suggested that we drop both activities from the budget and replace them with "Fundraiser at \$2000". This seemed acceptable to all, and ST was to make the change and present the actual amended budget next time.

**Collections**

Mindy reported that she has been sorting and cataloging books from the sauna collections and making progress. She has three boxes to take to the Literacy council and has taken some in poor condition to the recycle platform at the Ester transfer station. She reported that we were given a journal kept by Frank Yasuda containing personal files, ledger book, etc. He was a miner in the Chandalar district. This does not really fit our collections and would probably be best given to the Miners Association. Their museum is currently closed, but Mindy will try to make contact with someone. Currently there are 7578 books in the catalogue and more than 5000 on our shelves in the Clausen Cabin. Kay Sisson, her daughter Karen, and Mindy are the ones who donate their time to this job.

## **Facilities**

Gary reported that the building is fully insulated and the new outhouse complete. Snow removal is an ongoing project. We own a snowblower stored in the shed for which the key is located inside the library. It was discussed finding a new location for the key so volunteers would not have to access the building. The old outhouse materials need to be hauled away. What is the future of the brown building? That remains to be determined.

## **Grants**

Gary wants to step down from the Grants Committee, Mina will step up, and Amy Pohl will be available to assist. We discussed what we should list on our application for the Revenue Sharing Grant of \$5260. Suggestions included a new monitor stove as ours is getting quite old, and a permanent sign for the front of the building stating its name.

## **Children's Reading Program**

This project has come to a pandemic pause. Kristen is interested in pursuing it as she has three children. She suggested that we organize book bags which can hold several books which children could pick up. The bags could be sewed by us and could be washed between users. Mina has fabric! Mindy explained how the Wien library and bookmobile handle filling requests for specific books or general genre upon request. These are then available for pickup. This system could be made available for children or....??

## **OLD BUSINESS**

### **Operations**

General operations are on track including bill paying, maintenance, etc. Ritchie pointed out that the summer bulletin board in the post office needs to be updated with winter hours. Currently ST takes reservations and meets the person. She then sits in the parking lot while they browse and take up to ten books leaving cards on the table. We feel that we could lighten up on our pandemic restrictions with venting the building between visitors and not having to have our librarian sit in the parking lot. ST and Mina will volunteer for one night a week during which people can order books for pickup or...?? They will work out the schedule and let Ritchie know so she can change the PO bulletin board. There should be a day between openings.

### **ECA/JTEL/Community Planning**

The pandemic has put this on hold because it was to begin with a community gathering inviting residents and businesses to come together for ideas. The community is looking for a gathering spot or community hall, JTEL has land for our Passive Solar Library. The community resources are spread out, and residents are looking for possible ways to come together to utilize these for the best benefit of the community. We need to be thinking of our future.

### **Finance Policy**

#### **Volunteer Policy**

Gary is looking into these. Several suggestions have been made for the volunteer policy to make it more reasonable for volunteers who want to help with simple maintenance. ST will review the policy, make some of the proposed changes, and we will discuss it next meeting.

## **NEW BUSINESS**

### **Budget Review**

This was discussed under financial report

### **Director Positions vs Alternates**

We currently have seven directors and two alternates although make no distinction between them in operations. This is using our alternates with the same expectations as our directors but limiting their voting privileges. This is rather unusual, and members have asked that it be changed. Suggestions are to drop to seven directors, or to simply change the alternates to directors making the board nine members. ST felt that nine was too large a board, others did not see the problem there. We need to examine the by-laws as currently written and see what is needed to change them. There is no hurry to do this as action could not be taken until our next general meeting.

### **Food Shelf**

ST suggested that we add a free food shelf to our library, possibly on the front porch. Discussion followed regarding freezing, types of food, voles, hours, days available, etc. Nothing was finalized regarding this. Ritchie asked if JTEL would want to oversee the book exchange rack in the Ester PO. She is willing to do this but needs to talk with Renee, the Postmistress, to see whose responsibility is currently there. It might be a way of publicizing JTEL's presence, but also be working against coming into the library.

### **Next Meeting**

The next meeting of the JTEL Board will be December 13th at 4:00.

Respectfully submitted,

Ritchie Musick  
Secretary