

JOHN TRIGG ESTER LIBRARY
Board of Directors
September 20, 2021

Members:

Present were: Syrielyn Tong, Mindy Gallagher, Ritchie Musick, Gary Pohl, Mina Doerner, Sharon Lockwood, (on Facetime)

Absent: Kristen Haney (excused)

Agenda:

Winter hours and circulation both were added under New Business

ST moved to approve with the additions, Mina seconded and the agenda was approved

Minutes:

Charlie Gallagher's misspelled name was corrected.

Sharon moved to approve them, ST seconded and the minutes were approved

President's Report:

Covid restrictions are still in effect for the library as the Covid numbers are increasing.

Facilities:

The handicap ramp is completed and the handrail installed.

The new laptop was procured for \$275 including shipping. Method of disposal of the old one was not decided upon because QuickBooks data still needs to be transferred.

Outhouse siding is not a priority item. Modifications were made to the opening and a new toilet seat and grab bar were installed. A foot-pedal waste receptacle for paper will be added, and the sign to use it for used paper will be moved to the inside door. Mina will check the outhouse on alternate Tuesdays and take paper to the trash. A reserve of TP needs to be kept inside the library.

The new Toyo stove is working well. The temperature seems to go slightly higher than the designated setting. Gary set it for 68 degrees before he left his home prior to this meeting and it was 71 when he arrived.

The lawn should have one more mowing before winter.

The rain barrels have been drained.

The snow blower needs to have the oil changed.

The assigned plants and planters need to be returned to GEB.

A vacuum is kept in the library that works well on the carpets but not on the bare floor. Mina will use it periodically. Broom and dustpan are stored in the "stockroom".

Grants:

Nothing is new with Grant Station.

We still need to close out on the GoodCents grant. A letter could be submitted to the Applause section of the News Miner. Gary and Mina will collaborate on this.

We should consider sending out another Newsletter to our members

We need to give writeups about grants to Sharon for the website. This includes the \$5000 for the roof and the one for the Toyo stove. Mina and Gary will do this.

Finance:

Checking acct `	\$ 922.99
E-checking	1.00
Savings	27,143.00
Passive House	14,519.76
Credit Card balance	244.79

(See attached finance report)

We need to purchase Quickbooks for the new laptop with a one-time purchase of \$78. Microsoft Office can be purchased for a one-time payment of \$52. Ritchie moved to approve the purchase for both totaling \$130, Mindy seconded, and the motion passed.

Collections:

Volunteers included Karyn Holder, Kay Sisson, and Mindy Gallagher.

78 books were added completing the Kristin Haney donation of children's books and continuing with the Guinn collection.

There are currently 6688 books in the catalog with 5858 in the Clausen cabin.

830 are cataloged but in white house storage, most books remaining there are uncataloged.

Sharon phoned some people who have overdue materials out and offered to make a spreadsheet on checkouts.

September's goal is to continue sorting the Gunn collection stored in the sauna.

When checking out books it is important to have phone numbers on the cards.

The member roster is kept on the shelf with phone numbers.

Nanette Rouleau has offered us ASL books and DVDs. Accepting them would depend on the size of the collection. It was decided to not accept them as they are readily available at Noel Wien and elsewhere.

The gardening materials on the floor of Clausen belong to GEB.

Seedy Saturday will be October 2 in Hartung Hall. At this time plants and planters should be returned.

OLD BUSINESS

Website

ST and Sharon communicated via phone. They compiled a detailed list of items to be adjusted.

Robin made all policies into pdfs. Some formatting needs to be adjusted.

The website is slowly being updated and looking cleaner.

We need new photos of the cabin to show the ramp, etc.

Children's Programs:

They are currently on pause with the covid restrictions, increased danger from the Delta variant, and the fact that children are currently not okayed for vaccines. Approval for some ages may come as early as the end of the month.

On Halloween in the past we have been available for trick or treating by handing out candy and books. This year we should coordinate with ECA as they are planning a trunk activity for handing out goodies. Ritchie will coordinate this.

Community Revenue Sharing:

The follow up on this has not yet been done. The money was used for operations including internet, phone, etc.

NEW BUSINESS.**Prewinter work session and cleanup**

The storage area (the white cabin) badly needs organizing as does the future bathroom storage area inside the library.

A cleanup day was set for September 25 at 11:00 am.

Ritchie volunteered to vacuum the logs.

Winter Hours

It was decided to keep them the same for now.

Programs

We might share the news that we have new craft books.

The knitting program has been effective and will continue on the first and third Tuesdays

We need to focus on how we can get this to be a community gathering place.

Ritchie might add beginning guitar sessions on Thursday nights.

Board games would be another possibility, as would Saturday morning coffee discussions but after covid restrictions are lifted.

Making a Christmas craft might be another program.

Ritchie will call Amanda Bent to see if she is still interested in daytime library hours.

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Circulation:

Should membership be required to check out books? Our \$10 membership allows this but also allows participation in GEB, reserving the use of the building, and the use of the wifi.

We discussed allowing book checkout without the membership to encourage more use.

We could separate users as "book lovers vs book worms". This would require a change in the bylaws.

The Post office bulletin board should be changed to winter hours. Ritchie will do this.

EVFD Annual meeting

People were encouraged to attend the EVFD annual meeting via zoom on October 3 at 4:00

JTEL Annual meeting

Will be October 17 from 4-5:30.

Ritchie will set up the zoom conference.

Members terms up for reelection include Mindy and ST. Other terms that are ending were not readily identified.

A proposed bylaw revision reducing the number of Board members from nine down to seven with no alternates will be made available for a vote of the membership at the meeting.

We need 10% of our membership for a quorum.

ST moved to adjourn, Mina seconded and the meeting was adjourned at 8:31.

Respectfully submitted,

Ritchie Musick, Secretary