

JOHN TRIGG ESTER LIBRARY
Annual Membership Meeting Minutes
October 23, 2022

Members Present:

At Clausen Cabin: Gary Pohl, Mindy Gallagher, Kristin Haney, Syrilyn Tong, Mel Durrett, and Sherri Schleiter

Via Zoom: Kay Sisson, Karyn Holder, Kathy Nava

The By Laws require that a quorum of ten percent of the membership be present to hold the Annual Meeting. With a current membership of 59 and nine members present, 15 percent of the membership was present, constituting a quorum.

Note: The meeting was held on Zoom using the free version, which times out at 40 minutes per session, so two sessions were required over the course of the meeting.

President Gary Pohl called the meeting to order at 4:09 PM.

Agenda:

The agenda was stated to include:

Presentation of the FY22 Annual Report
Election of FY23 Board Members

Annual Report:

The Fiscal Year 2022 report was presented on screen via digital project at the Clausen Cabin, and via shared screen to the Zoom participants. A copy of the report is attached to these minutes as part of the record. The presentation of the report consumed most of the Annual Meeting.

Elections:

The elections considered the following directors and nominations with staggered terms, wherein continuing directors would serve another year, two directors agreeing to serve would be up for reelection, and nominations from the floor would be up for election, as shown below:

Continuing Directors (Terms expire October 2023)

- Mindy Gallagher, Vice-President (Incumbent)
- Syrilyn Tong, Treasurer (Incumbent)
- Kristin Haney, Director (Incumbent)

To be Elected Directors (Terms expire October 2022)

- Gary Pohl, President
- Ritchie Musick, Secretary
- Nominations from the Floor

It was clarified after a question from Mel Durrett that the Officer positions indicated above were the current FY22 positions, and that all FY23 Officer positions were to be determined at the newly elected Board of Directors meeting which would be held immediately following the Annual Meeting. It was also stated that it would be necessary to elect two new Directors, for a total of seven, for JTEL to maintain its non-profit status, as two of the prior Directors whose terms were expiring, Mina Doerner and Sharon Lockwood, were not running for reelection.

Two nominations from the floor were received: Mel Durrett and Kathy Nava. Since nominations closed with no additional nominees, and both nominees agreed to run for election, there was a total of four to be elected Directors. Therefore, it was suggested by Gary Pohl that the slate of to be elected Directors be approved by acclamation, which was unanimously approved by the membership in attendance. The result was a new Board of Directors comprised of seven members:

Mindy Gallagher
Syrilyn Tong
Gary Pohl
Ritchie Musick
Kristin Haney
Mel Durrett
Kathy Nava

With the conclusion of the items on the agenda, a motion to adjourn the meeting was made by Gary Pohl and seconded by Syrilyn Tong. The motion was approved 10-0 by the members in attendance, and the meeting adjourned at 5:13 pm.

Minutes prepared by: Gary Pohl



Halloween 2021 at the Clausen Cabin



FY 2022 ANNUAL REPORT

John Trigg Ester Library

Message from the President

FY22 was a much better year for the John Trigg Ester Library (JTEL) than COVID affected FY20 and FY21!

Lots of things happened over the last year, starting right after the FY21 Annual Meeting:

- Halloween: The Clausen Cabin was transformed into a spooky venue, and treats and hot soup were served to trick or treaters!
- The Bylaws were revised reducing the number of board members from 9 to 7, while maintaining compliance with Alaska non-profit requirements.
- Regular hours for the Clausen Cabin were maintained through the winter and through to the current time, thanks to a dedicated core group of volunteers!
- Sharon Lockwood started an imaginative and interesting series of Wednesday events starting with Thanksgiving pinecone turkeys and extending through the summer!
- JTEL maintained its status with the FNSB Community Revenue Sharing and received \$5,263 of needed funds to maintain operations.
- Our Pick-Click-Give profile was updated.
- Extensive cataloging efforts have filled the stacks to near capacity, including selections from the “Four Winds” collection!
- A liaison was established with the FSNB Noel Wien Library which included mutual visits to both libraries, and JTEL renewed its membership in the Alaska Library Association.
- GEB had a banner year with the seed library, plant sales and a garlic sale. A separate financial accounting was set up to document income and expenses to better provide a base for future planning and budgeting.
- The JTEL website was reviewed by an IT consultant, Don Kiely, and has been substantially refreshed and made more secure.
- JTEL hosted a booth at the Kids’ Literacy Festival outdoors at the Noel Wien Library on July 21st, which was an amazing and fun event.
- For the first time in three years, we were able to hold our premier fund-raiser, the “LiBerry Music Festival and Pie Throwdown” which featured three awesome bands at the Golden Eagle and raised approximately \$1,500!

- JTEL finished the year in the black, thanks to our donors, GEB plant sales and new membership, a successful fund raiser, and community revenue sharing funds from the FNSB.
- An unauthorized use of an internet image resulted in a lesson learned that was successfully resolved and set new policy for JTEL.
- The JTEL trailer previously located on the Parks Highway was moved to the future JTEL Library site, after many years of it being graciously allowed to stay at the prior location by Don Cameron.

Our greatest challenge for upcoming FY23 is to recruit new members, volunteers and get people into the library. An imminent challenge is to *replace two Board members*.

The JTEL Board of Directors and our volunteers have worked hard, and we are all optimistic about the future. With the pandemic mostly behind us (we hope), the potential for membership growth, expansion of programs and activities awaits us in the coming year.

Gary Pohl, President
FY2021-2022

Board of Directors, FY2022 Election

In compliance with our current Bylaws for a staggered election, continuing Directors whose terms have not expired will be retained through the expiration of their current terms, and to be elected new or incumbent Directors will be elected to two-year terms at this Annual Meeting in accordance with the schedule below. Two incumbent Directors whose terms are expiring, Gary Pohl and Ritchie Musick, have agreed to run for Directorship for FY2022-23, and two, Mina Doerner and Sharon Lockwood, are not running for Directorship.

Continuing Directors (Terms expire October 2023)

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- Syrilyn Tong, Treasurer (Incumbent)
- Kristin Haney, Director (Incumbent)

To be Elected Directors (Terms expire October 2022)

- Gary Pohl, President
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It will be necessary to elect two new Directors, for a total of seven, for JTEL to maintain its non-profit status.

Immediately after the Annual Meeting, the new Board of Directors will meet to determine the Officers of the Board.

Treasurer's Report

With the recurrence of our main fundraising event, sales from GEB, donations and FNSB Community Revenue Sharing funds, JTEL finished the fiscal year in the **black** with a net income. This allowed JTEL to pay all its bills and to purchase a badly needed new tablet for sales functions.

Through October 2021 to September 2022, our total income was \$13,750.73, which was \$3,498.73 more than anticipated in the budget. Total expenses for the same period were \$8,172.53, which was \$2,079.47 less than anticipated in the budget. The result was a net income of \$5,578.20 for Fiscal Year 2022.

The following pages include two detailed spreadsheets:

- **Profit and Loss Budget vs. Actual** for the period from October 2021 through September 2022 including income and expenses (3 pages)
- **Program Detail FY21 and FY22** for the Growing Ester's Biodiversity (GEB) (1 page)

Committee and Special Reports

Facilities Committee

Headed by Gary Pohl.

- With the severe weather in December, including the heavy rain, it was necessary to have the driveway plowed by Scott Allen with his loader. The JTEL snowblower would not start and would not have been able to tackle the snow and ice layers.
- The gutters were cleaned in the spring and the rain barrels set up. The dry early part of summer required some water to be brought in for plant watering.
- The grounds at the Clausen Cabin underwent significant cleanup and planting during the summer. The garden beds were fully planted, landscaping was provided by the GEB crew, and hanging flower baskets hung on the front and back porches.
- Prior to the Open House and Volunteer Recognition, a general clean up and removal of items deemed not needed was undertaken. This included disposal of various items that were in the White Building, Brown Building, Clausen Cabin (including the back porch), and the site. This was a great improvement!
- Routine maintenance including lawn mowing, cleaning and trash removal was performed, however no significant facilities capital improvements were made.

Collections Committee

Headed by Mindy Gallagher.

- Total number of items in catalog at the end of FY 2022 was 7109 of which 5,874 are in Clausen cabin, 1235 cataloged as in white house storage. Most of the books in the white house remain to be sorted and cataloged.
- Focus through December was to finish sorting and cataloging the Guinn collection of books which had been housed in the white house. There remain many more boxes from this donation in the trailer storage unit, which also contains a large donation of several thousand books from the estate of Niilo Kopenen.
- After Christmas, we received a severe winter storm with heavy snowfall and several inches of rain which turned to ice and restricted access to both the cabin and the white house. Work halted on collections, and the committee was

disbanded after several months of difficult circumstances. We received small donations from James Rogan, Kristin Haney, and Mary Matthews, and set up a small shelf of recent bestselling fiction.

- Volunteers included Karyn Holder, Kay Sisson, and Mindy Gallagher.
- Mindy Gallagher spent some time in the spring identifying people in the albums of Ansgar's photos, assisted by Amy Cameron, Jill Cameron, Kay Sisson, Ruben and Thela Clayton, Matt Reckard, George Lounsbury, and Charlie Gallagher.

Grants Committee

Headed by Gary Pohl and Mina Doerner.

- While monitoring of available grant opportunities was ongoing, there were none that were determined as potentially viable. Consequently, no grant applications were submitted in FY22.

Volunteers, Donors & Memberships

Headed by Syrilyn Tong.

- As of September 2022, our membership base includes 59 people, including 13 lifetime members.
- The Donor Tree added no new leaves in FY2022.
- Fred Meyer Rewards: \$184 was raised with this program this past year.
- Amazon Smile: \$89 was received from Amazon.
- Pick-Click-Give: A total of \$800 was received from 19 donors, with a net of \$744.

Growing Ester's Biodiversity (GEB)

Headed by Kristin Haney, Mel Durrett and Monique Musick.

GEB was active all year and was a shining star for JTEL!

- November: Seed cleaning and updating the on-line seed catalog occurred this month. Mel Durrett applied for a \$500 grant from the undergraduate research program to support a community engaged learning program. This would give JTEL an official place in the UAF greenhouse, and provide funding for supplies and student involvement..
- December/January: Last week Mel Durrett and Kristin met with a student who may be interested in working for the GEB/UAF Greenhouse collaboration. This would be funded by an undergraduate research grant obtained by Mel. The student seemed interested, and the project was a go. Monique Musick, Kristin, and Mel met and made plans for GEB during the coming year. A catalog party is planned for the end of January. By March seeds should be planted in the greenhouse and Seedy Saturday scheduled with appropriate covid restrictions. Seed Steward packets need to be filled when the seeds on order are received. The group plans to reorganize the plant sale at the end of May. Mel and Kristin continued to clean the seed collections and update the seed catalog.
- February: Kristin has been updating the seed catalog. Mel Durrett finished cleaning last year's seed collection. She has 50+ seed packets made up. She used two students from the Ursa Program at UAF. This program gives her assistance in the greenhouse, and they provide about 3 hours work per week.
- March: "Seedy Saturday" was held on Saturday, March 19, and was very successful. There was no sign in sheet but approximately 20-30 people attended. Eight new members enrolled. A few people brought in last year's seed harvest. Mel and Kristin worked along with one of Mel's students, Lilian, and a friend of hers. Planting seeds in the UAF greenhouse occurred during the last two weeks of March.
- April: Kristin worked on developing liaisons with other groups, including the Gold Stream Community Garden, and working with the owner of HooDoo Brewery to provide plants for this coming summer at the outdoor area. In addition, Mel and the two UAF students that she is working with, made an on-line presentation about the URSA grant. Throughout the month, plants were maintained at the UAF greenhouse.
- May/June: Plants were moved to the Clausen Cabin on May 27th for the plant sale on the 28th. This year's sale provided less plants, but a greater quantity was sold. We had volunteer help from Jesse White, a library member, and Lillian Nelson, one of Mel Durrett's student volunteers. The Clausen beds were planted, and flowers have been

separated for use in hanging baskets. Some plants were given to Goldstream's Community Garden. Flowers were given to the Ester fire station and to the Ester Community Park.

- July/August: All the sets had been planted. The excess plants on the porch were sold or given away. Garden maintenance was done with care and watering. New seeds were being collected. GEB continued planning for this year's garlic sales of hard neck garlic which is planted in fall and overwinters yielding fresh garlic in the spring.
- September: The "Seedstock/Garlic Sale" event held on September 17 at the Clausen Cabin was a good success. Mel Durrett did most of the collections of the seeds, and there were 5-7 donors. In addition, 31 people bought garlic, and JTEL got four new members. Kristin also reports some very good news: 3-4 pounds (30 to 40 bulbs) of various species of garlic were set aside for planting at the UAF Botanical Garden as arranged with Glenna Gannon, at the Experimental Farm. UAF will use these as a trial on garlic varieties in interior Alaska, and in addition, GEB will be able to harvest these bulbs next year and use them for the 2023 Garlic Sale

Programs

Headed by Sharon Lockwood.

- During the 2021 – 2022 library operating year, the library offered 12 programs. The programs were open to adults and children on Wednesdays with most being offered between 2:00 pm – 4:00 pm. Adults and home-schooled children were the primary people who attended. Attendance varied from zero to 33 people.
- Around the 2021 holidays, six programs focusing around the holiday season were offered. These included; a Thanksgiving banner and pinecone turkey, gingerbread house decorating, creating a gnome, holiday wreath making, ornament creation, picture frame and photo.
- During the 2022 summer months, a bike safety clinic was offered with the assistance of Dorian Granger's business located in Ester, geocaching for beginners taught by Barb Pierson, felted nesting flower, a treasure hunt, making wooden bird feeders led by Mark Lockwood, and ice-cream sundaes on the first day of school.
- Notifying members of the programs got off to a rocky start. By the time summer 2022 came, there was a system in place to notify people of up-coming events. People who attended said they saw a flyer or on Facebook or our website. Members commented they would like to be notified of events by email.

Knitting and Crochet Sessions

Founded by Mina Doerner as “Knit with Friends”.

- While Mina has since moved out of state, the knitting group continued during FY2022 and has expanded into Knitting and Crochet, as well as other crafts. Originally sessions were held on the first and third Tuesdays of the month, but now have expanded to the fifth Tuesday when they occur.
- Classes at the Clausen Cabin have been picking up with new attendees.

Social Media

- The JTEL presence on social media during FY22 included the www.esterlibrary.org website and the Ester Library Facebook page, and posts to the Ester, Alaska Facebook page, with Gary Pohl maintaining the website, Ritchie Musick doing the posts for the Ester Library Facebook page, and Mindy Gallagher doing the posts for the Ester, Alaska Facebook page.
- The Board has recognized that our social media presence must be expanded to other platforms to attract more viewers and participants, particularly younger generations. Ginny Gallagher has volunteered to help in meeting this goal, which may include setting up Instagram, TikTok and other newer types of popular social media platforms.
- Stay tuned for FY2023!

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

Board Members: Gary Pohl, Mindy Gallagher, Syrielyn Tong, Ritchie Musick, Kristin Haney, Mina Doerner (through May) and Sharon Lockwood.

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

Volunteers and donors of time and goods: Karyn Holder, Mike Musick, Monique Musick, Kay Sisson, Suzann Suzawith, Janet Thompson, Mel Durrett, Sherri Schleiter, Mark Lockwood, Jennifer Jolis, Jeannie Williamson, and Brian and Gail Feeney.

Members: Jeff Adams, Joan Adams, Susan Amundson, Lois Barger, Virginia Bedford, Breezy Bentzen, Carol Berlin, Debby and Bill Bjork, Blythe Campbell, Sandy Dauenhauer, Mel Durrett, Andrea Earnest, Jackie Forgey, Charlie Gallagher, Mindy Gallagher, Kristin Haney, Jacob Harding, Jesse Hensel, Barbara Horner-Miller, Laurie Hueffer, Deborah Koons, Sharon Lockwood, Varpu Lotvonen, Bridget Loudon, Janis Lull, Molly Maakestad, Christine Mattie, Virginia McKee, Celia Miller, Mike Musick, Monique Musick, Ritchie Musick, Kathy Nava, Sandra O'Connor, Gary Pedretty, Amy Pohl, Daniel Ponickly, Halie Rady, Kathy Richmond, Joan Robson, Kathleen Sisson, Nancy Slayton, Brian Sprague, Nicole Stewart, Alice Stickney, Autumn Strohm, Spurkland Tobben, David Valentine, Sandra Westcott, Nicole Wisniewski, and Allison Woodward

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

2022 Donors: Brianna Byrd, James Cheydleur, Tania Clucas, Maegan Daniello-Weltzin, John Gimbel, Madeline Handley, Cynthia Hardy, Katrina Jeannet, Jennifer Jolis, Jeanne Laurencelle, Susan Nesbitt, Daniel Ponickley, Gary Pohl, Jerry Sadler, Jane Sellin, Albert Sonafrank, Janet Thompson, Gerald Timmons, Christopher Turner, Brie Van Dam, and Kristina Wood.