

JOHN TRIGG ESTER LIBRARY

Board of Directors

December 11, 2022

Members present: Syrilyn Tong, Kathy Nava, Mindy Gallagher, Kristin Haney, Ritchie Musick, Mel Durrett
Excused: Gary Pohl

The meeting was called to order at 6:37 by President Mindy Gallagher in the Clausen cabin.

The Board reflected on the loss for our member, Gary Pohl, whose house burned taking the life of his wife and a pet. ST will get us an appropriate card and leave it on the table here to be signed by us all.

Approval of the Agenda: It was approved by acclamation.

Approval of the Minutes: The minutes of the November meeting were reviewed and approved by acclamation.

President's Report

Volunteers were requested to answer all phone calls that may come to the library while they are present. If one is inappropriate, please record the calling number in case we need to file a complaint.

Please have visitors who come during open hours sign the guest book and let us know how they learned about us.

The "bathroom" storage room is filled with lots of miscellaneous stuff ranging from building supplies to seasonal decorations. These include a microwave and a mini refrigerator. Mindy has emptied some boxes and is trying to thin them out.

Mel suggested the University surplus store as a possible source for shelves that could be put into the storeroom for use by GEB and for storing other surplus materials. They could hold tubs for sorted materials. Mel will check into the UAF surplus for us to see if this is a feasible source. We could use shelves about 3 feet wide, 18 inches deep, and 6-7 feet tall.

Collections

The Alaskana collection needed more space so Mindy cleaned out some of the science and other books to make room. Matthew and Mindy have been making calls about books that are checked out and not returned. One person returned a book during Thursday open hours in response to a call. It may be time to remove some of these missing books from the catalog. Mel asked if lost books get financial value recorded in the budget. The answer is no as books are donated and no financial values recorded. Ritchie mentioned that she has a copy of Debbie Miller's "Midnight Wilderness" that she would be willing to donate to replace one that was never returned.

Ritchie put out some best-selling books. They need to be arranged by author's last name and she will be in charge of that shelf.

Historian:

Mindy had nothing to report.

Publicity

Mel and Mindy put up some colored posters advertising JTEL's open hours and other information to nearby locations including the post office, Ester Gas, Gold Hill, and Goldstream Store. ST has made changes to the Website. Gary has been posting activities on the website, Mindy has been posting to Facebook, and Mindy's daughter, Ginny, has been posting to Instagram. Some of the posters around town may need to be updated with the stickers adding the extra open hours.

Kathy will send out a monthly newsletter to JTEL members. This means that all board members and volunteers should send her news to be included.

Facilities

Matthew has been asked to keep snow off decks and walks but all volunteers are asked to clear such if needed when they come on duty. Interior trash bins are emptied as needed, anyone may do it. ST will assign Matthew the job of overseeing the outhouse, stocking it with paper and emptying the trash.

Financial

ST reported that two large donations were made this past month, both large enough to be recognized with leaves on our donor tree. Donations were from Andrea and Roy Ernest and from Kay Sisson.

ST presented the budget. It was questioned as to where to put the \$3153.60 grant to GEB but tabled until we receive the grant. It will probably be entered as GEB grant income balanced with expenses under the GEB part of the budget.

Mindy's home computer is too full to handle JTEL business. It was discussed to purchase a laptop for the president that can be passed on as officers change. A computer could be provided here in the library for users that could access our catalog and be used for personal browsing. It was suggested that such might be purchased from UAF surplus. It was suggested we approve \$300 for a new laptop for the president, but no action taken until the budget is approved. ST will update the proposed 2022-2023 budget for approval by the Board via e-mail.

Children's Programs

A craft supply inventory should be taken. If people have craft items to donate they should submit an inventory of these to Kathy.

Kathy is planning two programs per month. Each one may use \$10 in supplies so should be given \$250 in our budget.

This coming Saturday the program will entail making mini booklets for Christmas.

Fundraising

We hope to again add a major fundraiser, possibly Super Heroes or Tape and Tarp, two of our favorites. Funding for one of these should include money in the budget. This should be around \$400 for one of these and the Liberry Festival. ST will send out a balanced budget for review.

GEB

GEB has a large number of supplies but little space to store them. It was suggested they have an advertised event during which bins holding seeds could be made available rather than provide easy access to them at all times. Setting a meeting day for seed check out helps. Kristin got an email from a lady at UAF who wants to use some of our seeds for field trials. Rain barrels have been donated and are currently stored on Marmot Hill Drive requiring a pickup to transport them. Ritchie volunteered to ask her son for possible use of his pickup.

Volunteer Coordination

Kadey Ambrose is not able to take on a regular volunteer time at this point but would be willing to substitute on occasions and perhaps take a turn with Saturday family programs.. ST supervises Matthew. Mindy oversees all other volunteers.

Website

ST will step in for Gary as needed.

Business Plan

This was tabled for now

OLD BUSINESS

Programs

Knit night on 1st, 3rd, and 5th Tuesdays.

Guitar for beginners possibly on Thursdays after the holidays led by Ritchie.

Children's programs on Saturdays twice a month.

Book Group: Mel is interested in one night per month if they review science oriented books

Noel Wien Festival of Trees

The Borough library has trees decorated by different community groups ,and it was suggested that this would be easy for JTEL to participate in next year. We could collect items from our library activities throughout the year to use as decorations. It would be a way of publicizing ourselves.

NEW BUSINESS

Community Revenue Sharing grants

We take a three way split with the Ester Fire Dept, and Ester Community Association. Mindy has the application and will submit it.

Home School and JTEL

Kristin suggested we invite home school families to investigate our facilities by establishing a regular meeting time for them. She will contact CyberLynx as a start and set something up accordingly.

We decided that Board meetings will be scheduled for the second Sunday of the month from 7-8:30 pm.

The meeting was adjourned at 8:15 pm

Respectfully submitted,
Ritchie Musick, acting secretary