

JOHN TRIGG ESTER LIBRARY
Board of Directors Meeting Minutes
May 21, 2023

Call to Order

The meeting was called to order by President Mindy Gallagher at 7:04 pm in the Clausen Cabin.

Board Members Present

Mindy Gallagher, Kristin Haney, Kathy Nava, Syrilyn Tong (a quorum)

Ritchie Music arrived at 7:30, Syrilyn left at 8 pm, Gary Pohl had requested to be excused; Mel Durrett was not present.

Approval of Agenda

Approved by acclamation of those present.

Approval of Minutes of Prior Meeting

Minutes of April 16 Meeting approved with one exception: Secretary Gary had added that the May meeting would be on Monday, May 22, 5 – 5:30 pm. Should be noted that there was some disagreement about the date and time, but the consensus was that it should focus on wrapping up Superheroes fundraiser and planning for next weekend's plant sale.

President's Combined Report (includes Collections and Publicity)

- Karyn Holder donated a color printer she no longer needed, however when Mindy printed the fill-in version of agenda, it did not print all the lines. Inkjets probably need cleaning. Karyn will bring in the manual, and it should be able to use a wireless connection.
- When people are tending the library, they need to put the red "open" sign on the street.
- Mindy boosted the Superheroes Facebook post, however, there was some confusion about how Meta Business page worked. She will contact Mo Musick to get some guidance.
- Dishes should not be left in the sink; if people use dishes, they need to clean them. The few dishes which were left there were taken home by Kathy to wash.
- Ester Community Garage sale is June 3, 9 – 2. Mindy and Kathy will tend our booth. We will request Gary help move 10 boxes of books from the discarded pile in the sauna.

Other Reports

Note: It was noted that the emphasis for this Board meeting was to be on closure of Superheroes Night Out and preparation for the GEB plant sale on May 27th.

Finance: ST submitted financials, no comments or questions received, approved by acclamation.

Superheroes Night Out “Wrap Up”: Mindy will write the *End of Event Report*, members present helped fill in some blanks re: times, ST reported on the initial gross take: \$3401.97 including \$3544 donation come in hand now + \$280 in memberships, less \$422.03 in expenses. There are still payments due for items which were not picked up, Ritchie will follow up on these. [Note: A subsequent email from Ritchie indicated that auction income was \$2,993 with \$315 of that outstanding, and that those buyers had been contacted.]

Successes/suggestions were discussed and will be included in the *End of Event Report*. If other concerns come to mind, board members will contact Mindy to include them in the report.

Ritchie had prepared a 2-page summary of the auction table process, which will be attached to the *End of Event Report*.

Significant takeaways:

- hold the event earlier, at least a week before Mother’s Day.
- possibly recruit more volunteers.
- assign jobs in advance to volunteers and board members, especially new ones, so they know priority needs.
- activities ended too close together towards the end; delays happened due to not wanting to interrupt band playing, better scheduling needed.

Facilities: Gary is fixing the “open” sign which has become rickety. He reports the collapsed roof on the pergola is broken beyond repair and will be removed. He will still pursue proposals and pricing on the heat recovery ventilation system. Gary requests a sketch of what Kristin wants for a compost bin to be constructed from the salvaged/donated palettes on site.

Grants: Good Cents grant will require cost quotes or estimates for the proposed heat recovery ventilation system. Green Energy grants and contacting Senator Murkowski’s office have not yet been pursued.

Newsletter: Due date is May 25th.

Children/Family Programs: Upcoming programs will June 10 & 24, activities to be determined.

Monday Night Book Club: The next session will probably be June 19; Mel will let us know date and book selection.

GEB: Plant Sale is May 27, noon to 4 pm. A poster is being prepared; Mo Musick will post on Facebook. A yard cleanup needs to be done before the day of the sale, because Mel and Kristin will be busy setting up. Mini clean-up work parties will be held on Wednesday and Thursday, May 24 and 25, drop in between 4 – 7. They will focus on raking and general “tidying up” of the yard.

Jr. Gardeners will be held June 1 from 5:30 to 6:30 pm. Kristin has been emailing her own list and putting it in the newsletter. She will get information to Mindy so it can also be posted on Facebook and on the website.

Best-selling Fiction Collection: No updates.

Old Business

Programs and Operating Hours: Sine Anahita sent out an advertisement to start her graphic novels program, however it had been received just before the meeting, so only one person had looked at it. Will review and request comments via email.

Matthew is reportedly available to volunteer some this summer, whether he wants to take one specific time or be a substitute for others. Kathy heard he has a job at Pioneer Park, so his time may be limited. ST had left the meeting already, so she will be contacted.

Katia Keston has offered by email to help with grounds work on Saturdays, did not respond to email last week, will try again.

Open hours have not changed (Monday through Thursday 4 – 7, Saturday 1 – 4), Ritchie will put up summer poster at post office, Kathy and Kristin changed the open hours on the window sign which had been changed when Gary was out of town.

New Business

Goals: None discussed.

Date of Next Board Meeting: Sunday, June 25, 7:00 to 8:30 pm.

The meeting was adjourned by acclamation at approximately 8:24 pm.

Respectfully submitted,

Recorded by Mindy Gallagher, President and edited by Gary H. Pohl, Secretary