

JOHN TRIGG ESTER LIBRARY
Board of Directors Meeting Minutes
November 19, 2023

Call to Order

The meeting was called to order by President Mindy Gallagher at 1:02 pm in the Clausen Cabin.

Board Members Present

Mindy Gallagher, Kristin Haney, Kathy Nava, Cat Stephenson, Syrielyn Tong, Gary Pohl. This constituted a quorum. Monique Musick and Eric Glos were also in attendance.

Approval of Agenda

Add Monique Musick Re: ECA Planning.

Approve Agenda with addition.

Mindy clarifies rules of modern order for the two non-board members present.

Approval of Minutes of September 10 Board Meeting

Approved by acclamation (one type).

Approval of Minutes of FY23 Annual Meeting

Approved by acclamation.

Approval of Minutes of October 29 Board Meeting

Approved by acclamation.

ECA Planning Update by Monique Musick

Ideas presented for expanding use of new library: outreach kitchen/food sustainability tied into GEB/seed library. Also, consideration of conversion of Clausen after new library is online was discussed. Training and education opportunities. Monique advocates for a commercial style educational kitchen in the new library. Monique asked us to consider her thoughts.

Orientation PowerPoint (includes Treasurer's Report)

Presented by ST and Mindy, a review of the Ester Library from key aspects: history, assets, financials. Work session for review of financials from FY23 and establishment of FY24 budget (line by line review). The updated FY24 Budget is attached to these minutes.

Brief Introduction of Board Members

Mindy distributed a list of Board member contacts. Board members in turn gave a brief introduction about themselves.

President's Combined Report

Mindy indicated that she has been working on collections and social media. Collections: There are currently 7,504 books catalogued, with 1,896 in the white building, and 5,908 in the Clausen

Cabin. She and Kathy have been creating and advertising monthly displays on various topics: Banned books and Alaska Native books (ties into Native American Heritage) themed programs were set up at the Library for October and November. A suggestion of winter sports and natural science themed programs was made for December. January could be sci-fi or Women's history. Kristin wants harvesting reserved for August, and gardening in May. Social Media: We now have six followers on Instagram. Other: Mindy asked if Gary could do a new poster for this winter? Gary agreed to contact Deirdre Helfferich about deletion of the Ester Library Blog Post which has not been edited since 2015 and is way outdated, but still live online, and for which the current Board has not access to edit or update.

Other Reports:

Finance: ST presented the financials as part the FY24 Budget work session earlier in the meeting.

Facilities: Gary reported that the front door lights had been replaced. Snow removal has been on-going. He would call Bear Electric about the feasibility of getting power to the White Building via the hopefully still intact underground conduit. New CO and smoke detectors have been installed.

Grants: Gary reported that he has continued to work with Thelma Gower in the drafting of various grant applications that are targeted at obtaining full funding for the "Completion of the Ester Library" project.

GEB: Kristin indicated that this has been a quiet time for GEB, but that she needs to get seeds into the refrigerator. She will be experimenting with planting surplus garlic bulbs in the refrigerator this winter. She would transplant them for sale in spring if successful. She has been doing a lot of outreach with various groups.

Newsletter: Mindy has drafted a "survey" of what patrons would want to see in the library, which is currently on a clip board in the Clausen Cabin. Kathy is going to send the survey in the next newsletter.

Children/Family Programs: Kathy is thinking about having various types of "drop in" workshops to be advertised in the newsletter. Note: The library is currently not purchasing new books and has many in storage. Kristin has put together new items in the Childrens corner, including a white board and activity items; a photo should be put in the newsletter.

Old Business

Programs: *Book Club* first Saturday at 3 pm, *Writing Circle* on Sunday's at 4 pm, *Knit and Crochet Night* on Tuesdays at 3 – 7 pm, *Music Group* on Sundays at 11 – 1 pm. Gary suggested putting together a master calendar on the Drive so that we can keep track of recurring and special events to avoid conflicts. Cat volunteered to help on editing items, such as the poster.

Programs and Operating Hours: Kathy Monday 3- 6, Mindy/Nancy Tuesday 3-7, Gary Wednesday 3-6, Kristin 1st and 3rd Thursday 4-7, Friday Closed, Mindy Saturday 1-4 with First

Saturday of the Month Book Club 3 to 4:30, Sunday Closed, with Adult Writing Circle 4 to 6 (quiet session).

New Business

2024 Budget Numbers: This was covered earlier in the agenda.

Thelma Gower Grant Writing Update: Gary has been working with Thelma and a “draft” generic application information (based on the Rasmuson Foundation application) has been attached to the agenda packet for review. Board members are to review and forward comments to Gary. Website needs to be updated! ST is doing overall, with Mindy and Gary doing special sections. Some policy sections need to be redone and may require a vote of the Board. Letters of support from public and private sectors are needed, particularly for the Rasmuson Foundation grant application. Gary and Thelma could craft a generic letter for sponsors with key points.

GVEA GoodCents Grant: Discussed prior and won’t happen this year.

Goal Setting: Tabled.

It was agreed that the date of the next Board Meeting would be Wednesday December 20th at 5 pm.

The meeting was adjourned by acclamation at approximately 3:48 pm.

Respectfully submitted,

Recorded by Gary H. Pohl, Secretary