

**JOHN TRIGG ESTER LIBRARY**  
**Board of Directors**  
September 10, 2023

**Call to Order:** President Mindy called the meeting to order at 7:09 pm.

**Members:**

Present: Mindy Gallagher, Kristin Haney, Gary Pohl, Ritchie Musick, Kathy Nava

Absent (excused): Syrilyn Tong

**Agenda:** The agenda was approved by acclamation.

**Minutes:** The final version of the minutes of the September 20th meeting were approved, with Ritchie to send them to Gary for filing.

**President's Report**

Mindy began with a report on the teleconference between herself, Gary, and Thelma Gower related to the pursuit of multiple grants and what would be entailed. Thelma prescribed an action plan that included targeting eight specific funding sources, with a correlating timeline. A patron wanted to use our internet for work she needed to complete; the Apple Air Mac computer wouldn't work. A Chromebook donated by Tia was checked out and charged by Mindy and it works and is now in the library for use. People have been coming into Clausen on Saturdays since Noel Wien is closed then, except out in North Pole. A family came out with young kids. One to four on a typical Saturday. "Clutter management" has continued by Mindy and Kathy. Shelves in Whitehouse need to be secured to walls. Shelf walls are available from the UAF Surplus Office. Do we want to remove the existing closed storage units in the main room of Clausen to make space to put in more shelves to expand Ritchie's best-selling fiction? Would take an effort by Gary. What do we want to do for "Banned Book" week (first week in October, probably would go full month)? Put our collection out on a table? "Guess why these books were banned" matching game suggested by Kristin. Mindy stated that she added 27 books to online catalog in August.

**Finance Report**

Since ST was out of state, no finance report was given.

**Facilities**

Gary noted that the GEB work at Passive Haus site was awesome! We still need to complete the other two beds at that site, as well as the new compost bins at the Clausen Garden. Gary needs to repair the lawnmower and change the oil in the snowblower and get it ready for winter service. He also needs to secure the new shelves to walls in Whitehouse and change out the dysfunctional motion sensor light array at the front door with the new LED array found in storage.

**Grants**

Gary needs to do develop a GVEA Good Cents grant application, which will require three proposals. As discussed under the President's report, JTEL will be working with Thelma Gower on Passive House grant options.

## **GEB**

The work party went well, nine volunteers showed up and all worked hard. Extensive clearing and chipping of the “rogue” vegetation at the site was accomplished. One bed/box completed and filled up with wood chips on the bottom and previously delivered topsoil on top. The woodchipper and wheel barrel were left at the site under the trailer. The Seed Exchange and Garlic Sale will be held at the Clausen Cabin from noon – 4 on Saturday, the 24th of September.

## **Programs**

Kathy reported that no more Childrens’ programs are in the future as they did not “take off”, and the same with hiking program. Kathy will not be here on Saturdays but will be coming in on Monday shifts.

## **Newsletter**

The October newsletter was discussed, including whether we should highlight “banned books” week in the newsletter? There should also be discussion of the upcoming Annual Meeting, Halloween at the Clausen Cabin (this is becoming a tradition), and mention of the Passive House site GEB work party (Also to be posted on Website and Facebook.

## **Best-selling fiction collection**

Ritchie added a couple of new items, but no new check outs other than one by Kathy.

## **OLD BUSINESS**

### **Google Drive**

Shared Google idea forwarded by Kristin for a free non-profit version. Gary is to investigate this. Also, Gary would get shared access to Board members after the meeting. Specifically, Mindy and Kathy want access to the Business Plan directory.

### **Programs and Operating Hours**

Knit Night continues to be popular and well attended. Possible games for kids in the afternoon were discussed. Resources are available in Clausen. What about operating hours? A general shift of hours for opening was agreed upon with the following staffing and schedule: Kathy on Monday 3-6; Nancy Slayton on Tuesday 3 – 7; Gary on Wednesday 3 to 6; Ritchie and Kristin alternating, on Thursday 4 to 7; Closed on Friday. Mindy on Saturday 1 – 4; Closed Sunday.

### **Business Plan**

Mindy and Kathy are working on the draft business plan and trying to edit it down from 14 pages, starting from Monique Musick’s draft from 2019. Work is in progress, and they need access to a dedicated Google Drive folder. They are meeting on Monday.

### **Ester Community Association (ECA) Planning Meeting**

Shelly Wade of Agnew/Beck, a planning and consulting firm hired by the ECA, will mediate the event to be held at Flossie and May’s on Sunday, September 17<sup>th</sup> from 1 to 6 pm. The Board understood that Ester community planning will not be resolved in one meeting and was prepared to actively participate in the process through the duration of the planning efforts. Most Board members were planning to attend. Review of past ideas related to the use of the

Passive House and grant stipulations were discussed.

### **LiBerry Pie Throwdown and Music Festival**

The Board focused on review of items completed and coordination in preparation for the event. Signs have been posted. Publicity through KUAC PSA is needed (Kathy), and the Fairbanks Daily Newsminer columnist Kris Kaps (Ritchie) will be undertaken as well as posts on the JTEL Website and Facebook pages. Volunteer shirts were designed and donated by Sine Anahita and were passed out. Entries must be pies or be subject to disqualification. Music groups: What is needed for them: PA? instruments? Mindy gave Kayt Sunwood's info to Gary. Gary agreed to be the auctioneer, and the pie presenter will be Ritchie. A meeting to work out remaining details between Mindy, ST and Kathy will be set up.

### **NEW BUSINESS**

#### **Annual Meeting**

What is the date? The Bylaws require the annual meeting to be held on a weekend in the month of October. Potential conflicts with ECA and EVFD annual meetings on the 15<sup>th</sup> and 22<sup>nd</sup> were ruled out. The 8<sup>th</sup> was eliminated as being too soon, and both Ritchie and Gary would be out of state. All agreed on Sunday, 29<sup>th</sup> of October at 4 pm. A provisional meeting after Gary returns could be held with Thelma Gower regarding grants for Passive House prior to the Annual Meeting.

#### **Restoring Power to the Whitehouse**

Gary to contact an electrician regarding feasibility and cost.

The next meeting will be the Annual Meeting on October 29 at 4:00 pm, followed by the newly elected Board of Directors meeting.

The meeting was adjourned at 9:07 pm.

Respectfully submitted,

Gary Pohl, Secretary