

JTEL March Board Meeting

March 3, 2025

- I. Call to order at 6:30; Present: ST, Sarah, Cat, Darwin, Kristin, Kathy
- II. Approval of agenda – approved by unanimous consent
- III. Approval of February’s BOD minutes– approved by unanimous consent
- IV. Committee & Program updates
 - A. Grants – ST
The Murkowski Grant application has been submitted.
 - B. Volunteers/Facilities – ST – nothing to report
 - C. Marketing (website, business plan, FB, newsletter)-ST & Kathy
 1. New website looks good so far, is more user friendly than our old site, but we suggest a different color scheme. Blue, green tones will be more inviting.
 2. Kristin has volunteered to be trained and to be administrator of the new site
 - D. Treasurer’s budget & report (CD’s) – Sarah
 1. Normal monthly expenditures
 2. After more discussion about CDs, we agreed to invest the full \$14,000 of PH savings in a 6 month CD (at the bank and rate per previous board meetings).
 3. ST still needed Kristin’s (Haney) license and credit card info for the application. (ST already has Kathy Nava’s information).
 - E. Seed catalog on internet – Kristin
Cat offered to help get the seed catalog online
 - F. GEB – Kristin
 1. They are beginning to start seedlings and repot leftover plants from last year
 2. Seedy Saturday will be held 3/29 at noon, with a seed starting workshop
 - G. Historical photos – Kathy & Devta
No updates
 - H. Children’s Program – Kathy
Monday crafts group has regular attendees; young reader book club is plugging along
 - I. Collections – Darwin
What to do with the old card catalog? This discussion was moved to new business.
- V. Old Business
 - A. Clausen renovation update – Kathy
No real progress, still gathering info about construction and costs
- VI. New Business
 - A. Changes to bylaws – all changes still need to be voted on at the general membership meeting. All were approved by unanimous consent
 1. Decrease potential number of directors from 7 to 5 – approved
 2. Change mission statement to the new one - approved
 3. Use Modern Rules of Order instead of Robert’s Rules - approved
 4. Checks to be signed by 1 officer, not 2 - approved
 - B. Remote access for members (Zoom or ?) –

1. Sine (Anahita) requested that JTEL pay the \$160 annual fee for an unlimited Zoom license for use by special groups and the Board if needed.
 2. WhatsApp is currently widely used for remote group meetings, and it's free, so that's our preferred method, and also what we suggest others use. We (the Board) no longer use zoom.
- C. Pick, Click, Give application (\$250) is due by March 31
1. Do we want to continue with JTEL as a recipient?
 2. ST said that when she applied for her PFD, the drop-down menu for PCG recipients didn't include JTEL and she had to search for JTEL.
 3. We agreed to have ST see if this is still the case and to contact the Board via email once that investigation is complete to decide if JTEL is going to continue as a PCG recipient.
- D. Old card catalog – do we need it? It's very heavy and if we don't need it, we should get rid of it. None of the Board thought we needed it anymore, but Kathy is going to ask Mindy if she sees a reason to keep it and get back to us.
- E. Discussion about recently donated issues of the Ester Republic: the library has a complete set, but Cat will look into possibly having issues digitized by Dateline.
- F. Change Board meeting from beginning of the month –
It was agreed to hold the monthly meeting at the end of the month, so the announcements in the newsletter would be more timely. The next board meeting is 3/31, and continue on the fourth Monday of each month.

VII Adjournment at 8:07

Treasurer Report

	Oct 1, '24 - Mar 3, 25	Budget	\$ Over Budget	% of Budget	FEB exp.
Ordinary Income/Expense					
Income					
Non-Cash donations	0.00	0.00	0.00	0.0%	
Direct Public Support					
GEB Donations and Sales	0.00	5,800.00	-5,800.00	0.0%	
Individ, Business Contributions	1,620.97	2,000.00	-379.03	81.05%	\$ 125.00
Li-Berry Music Festival	10.00	3,500.00	-3,490.00	0.29%	
SuperHeroes Fundraiser	0.00	5,500.00	-5,500.00	0.0%	
Direct Public Support - Other	0.00	0.00	0.00	0.0%	
		16,800.0			\$
Total Direct Public Support	1,630.97	0	-15,169.03	9.71%	125.00
Grants, other	5,397.00	5,397.00	0.00	100.0%	
Government Grants	5,263.00	5,263.00	0.00	100.0%	
Interest Income	0.00	100.00	-100.00	0.0%	

Membership Dues	150.00	1,050.00	-900.00	14.29%	
Other Types of Income					
Cash Back Rewards	114.28	150.00	-35.72	76.19%	\$ 114.28
Merchandise Sales	15.00	0.00	15.00	100.0%	
Miscellaneous Revenue	0.00	50.00	-50.00	0.0%	
Other Types of Income - Other	0.00	0.00	0.00	0.0%	
Total Other Types of Income	129.28	200.00	-70.72	64.64%	\$ 114.28
Special Events	0.00	0.00	0.00	0.0%	
		28,810.0			
Total Income	12,570.25	0	-16,239.75	43.63%	
Expense					
Contract Services					
Legal Fees	0.00	0.00	0.00	0.0%	
Accounting Fees	385.00	785.00	-400.00	49.05%	
Contract Services - Other	0.00	0.00	0.00	0.0%	
Total Contract Services	385.00	785.00	-400.00	49.05%	
Facilities					
Clausen Renovation	5,296.63	5,297.00	-0.37	99.99%	
Depreciation Expense	0.00	0.00	0.00	0.0%	
Maintenance	15.49	1,000.00	-984.51	1.55%	\$ 15.49
Passive House Construction	0.00	0.00	0.00	0.0%	
Property Insurance	0.00	3,000.00	-3,000.00	0.0%	
Rent	0.00	0.00	0.00	0.0%	
Taxes	238.22	500.00	-261.78	47.64%	
Facilities - Other	0.00	0.00	0.00	0.0%	
Total Facilities	5,550.34	9,797.00	-4,246.66	56.65%	\$ 15.49
Operations					
Marketing	0.00	144.00	-144.00	0.0%	
Fundraising Expenses					
Throwdown Cookbook Expenses	0.00	0.00	0.00	0.0%	
SuperHeroes Expenses	0.00	400.00	-400.00	0.0%	
Li-Berry Festival Expenses	50.00	500.00	-450.00	10.0%	
Fundraising Expenses - Other	0.00	0.00	0.00	0.0%	
Total Fundraising Expenses	50.00	900.00	-850.00	5.56%	
Programming expenses					
Children's Program Expenses	0.00	200.00	-200.00	0.0%	
GEB Expenses					
Microgrant Expenses	0.00	0.00	0.00	0.0%	
GEB Expenses - Other	476.00	1,500.00	-1,024.00	31.73%	\$ 476.00
Total GEB Expenses	476.00	1,500.00	-1,024.00	31.73%	\$ 476.00
Programming expenses - Other	0.00	0.00	0.00	0.0%	
Total Programming expenses	476.00	1,700.00	-1,224.00	28.0%	\$ 476.00

Administrative fees	224.00	450.00	-226.00	49.78%	
Bank and Credit Card fees	2.34	200.00	-197.66	1.17%	
State and Borough Fees	50.00	300.00	-250.00	16.67%	\$ 25.00
Books, Professional memberships	144.00	250.00	-106.00	57.6%	
Office Equipment	0.00	40.00	-40.00	0.0%	
Postage	0.00	100.00	-100.00	0.0%	
Printing and Copying	0.00	100.00	-100.00	0.0%	
Supplies					
Canteen Items	57.41	200.00	-142.59	28.71%	
Supplies - Other	90.39	400.00	-309.61	22.6%	
Total Supplies	147.80	600.00	-452.20	24.63%	
Utilities					
Electricity	189.00	600.00	-411.00	31.5%	
Heating Oil	509.89	2,000.00	-1,490.11	25.5%	\$ 449.09
Telephone, Telecommunications	814.54	2,200.00	-1,385.46	37.03%	\$ 162.95
Web fees	293.87	500.00	-206.13	58.77%	
Utilities - Other	0.00	0.00	0.00	0.0%	
Total Utilities	1,807.30	5,300.00	-3,492.70	34.1%	\$ 612.04
Operations - Other	0.00	0.00	0.00	0.0%	
Total Operations	2,901.44	10,084.00	-7,182.56	28.77%	\$ 1,113.04
Other Types of Expenses	0.00	0.00	0.00	0.0%	
Payroll Expenses	0.00	0.00	0.00	0.0%	
Training	0.00	0.00	0.00	0.0%	
Total Expense	8,836.78	20,666.00	-11,829.22	42.76%	\$ 1,128.53
Net Ordinary Income	3,733.47	8,144.00	-4,410.53	45.84%	\$ (879.25)
Other Income/Expense					
Other Income					
In Kind	0.00	0.00	0.00	0.0%	
Total Other Income	0.00	0.00	0.00	0.0%	
Net Other Income	0.00	0.00	0.00	0.0%	
Net Income	3,733.47	8,144.00	-4,410.53	45.84%	\$ (879.25)

Account Balances

Main Checking	2908.68
Main Savings	55258.92
Passive H. Savings	14603.72
E-Checking	2.00
Credit Card	-679.44