

JTEL April Board Meeting - Agenda

April 28, 2025

- I. Call to order: 6:32 PM. Present: ST, Sarah, Kristin, Cat, Darwin, Devta, Kathy
- II. Approval of agenda - approved by unanimous consent
- III. Approval of March 31's BOD minutes – approved by unanimous consent
- IV. Committee & Program updates
 - A. Facilities – ST
 1. We need to keep the cabin clean(ish) during muck season
 2. We need to recruit more volunteers, especially for staffing the library
 - B. Marketing (website, newsletter)-ST & Kathy
 1. the new library website is live and looks good. Kristin needs to get with ST to receive training
 2. GEB plant sale is Memorial Day weekend, Sat 5/24, noon – 4p
Kristin has made nice posters for this event
 - C. Policies/Bylaws – ST presented the final recommendation of bylaws changes.
Approved by unanimous consent
 - D. Treasurer's budget & report – Sarah
The head of the Borough's Community Revenue Sharing grant department will be visiting JTEL on May 31. See treasurer's report addendum
 - E. Seed catalog on internet – Kristin/Cat
In progress
 - F. GEB – Kristin
 1. Kristin is busy starting seeds for the sale
 2. Discussion about rain barrels, and if we need more? Kristin didn't think so.
 - G. Historical photos – Kathy & Devta
No progress
 - H. Children's Program – Kathy
Good attendance when kids don't have other engagements
Kids book club is into its 4th book, Monday crafts has a dedicated group
 - I. Collections/Volunteers – Darwin – we received 3 boxes of books from 2 different people

V. Old Business

A. Fundraiser

1. Review of progress by Leads – everything is going smoothly
2. Sarah listed all the loot collected thus far
3. ST delivered the Event game plan

B. New library name

1. A proposal to change the name to Ester Village Library was further discussed. This came about because when ST searched for Ester Library in the Pick, Click, Give searchable database, nothing came up.
2. **Pros** – better name recognition and searchable databases. Many people don't know who John Trigg is.
3. **Cons** – we'd need to change everything (although we don't have to do it all at once) – IRS, State of AK, all signs, business cards, etc.
4. **Other issues** - It's important to honor his memory and to care for the Trigg family concerns/sentiments and other important library people from our past. We agreed that Kathy would talk with Mindy, Cat would talk with Deirdre and ST would talk with John's family to give them a heads up before making this change public. We also agreed to have a plaque made and placed on the library to honor him.
5. All voted in favor of making this change.

VI New Business - None

VII Adjournment: 8:08PM

Treasurer's Report:

| | Oct 1, '24 - Apr 28, 25 | Budget | \$ Over Budget | % of Budget | April |
|---------------------------------|----------------------------|----------|-------------------|----------------|--------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| Non-Cash donations | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Direct Public Support | | | | | |
| GEB Donations and Sales | 10.00 | 5,800.00 | -5,790.00 | 0.17% | 10.00 |
| Individ, Business Contributions | 1,631.97 | 2,000.00 | -368.03 | 81.6% | 1.00 |
| Li-Berry Music Festival | 10.00 | 3,500.00 | -3,490.00 | 0.29% | 0.00 |
| SuperHeroes Fundraiser | 250.00 | 5,500.00 | -5,250.00 | 4.55% | 250.00 |

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|------------------------------------|-----------|-----------|------------|--------|----------|
| Direct Public Support - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Direct Public Support | 1,901.97 | 16,800.00 | -14,898.03 | 11.32% | 261.00 |
| Grants, other | 5,397.00 | 5,397.00 | 0.00 | 100.0% | 0.00 |
| Government Grants | 5,263.00 | 5,263.00 | 0.00 | 100.0% | 0.00 |
| Interest Income | 0.00 | 100.00 | -100.00 | 0.0% | 0.00 |
| Membership Dues | 210.00 | 1,050.00 | -840.00 | 20.0% | 0.00 |
| Other Types of Income | | | | | |
| Cash Back Rewards | 114.28 | 150.00 | -35.72 | 76.19% | 0.00 |
| Merchandise Sales | 15.00 | 0.00 | 15.00 | 100.0% | 0.00 |
| Miscellaneous Revenue | 0.00 | 50.00 | -50.00 | 0.0% | 0.00 |
| Other Types of Income - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Other Types of Income | 129.28 | 200.00 | -70.72 | 64.64% | 0.00 |
| Special Events | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Income | 12,901.25 | 28,810.00 | -15,908.75 | 44.78% | 261.00 |
| Expense | | | | | |
| Contract Services | | | | | |
| Legal Fees | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Accounting Fees | 385.00 | 785.00 | -400.00 | 49.05% | 0.00 |
| Contract Services - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Contract Services | 385.00 | 785.00 | -400.00 | 49.05% | 0.00 |
| Facilities | | | | | |
| Clausen Renovation | 5,296.63 | 5,297.00 | -0.37 | 99.99% | 0.00 |
| Depreciation Expense | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Maintenance | 15.49 | 1,000.00 | -984.51 | 1.55% | 0.00 |
| Passive House Construction | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Property Insurance | 2,085.00 | 3,000.00 | -915.00 | 69.5% | 2,085.00 |
| Rent | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Taxes | 238.22 | 500.00 | -261.78 | 47.64% | 0.00 |
| Facilities - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Facilities | 7,635.34 | 9,797.00 | -2,161.66 | 77.94% | 2,085.00 |
| Operations | | | | | |
| Marketing | 0.00 | 144.00 | -144.00 | 0.0% | 0.00 |
| Fundraising Expenses | | | | | |
| Throwdown Cookbook Expenses | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| SuperHeroes Expenses | 184.98 | 400.00 | -215.02 | 46.25% | 184.98 |
| Li-Berry Festival Expenses | 50.00 | 500.00 | -450.00 | 10.0% | 0.00 |
| Fundraising Expenses - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Fundraising Expenses | 234.98 | 900.00 | -665.02 | 26.11% | 184.98 |
| Programming expenses | | | | | |
| Children's Program Expenses | 57.00 | 200.00 | -143.00 | 28.5% | 0.00 |
| GEB Expenses | | | | | |

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|-----------------------------------|------------------|------------------|------------------|---------------|------------------|
| Microgrant Expenses | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| GEB Expenses - Other | 934.25 | 1,500.00 | -565.75 | 62.28% | 44.07 |
| Total GEB Expenses | 934.25 | 1,500.00 | -565.75 | 62.28% | 44.07 |
| Programming expenses - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Programming expenses | 991.25 | 1,700.00 | -708.75 | 58.31% | 44.07 |
| Administrative fees | 393.00 | 450.00 | -57.00 | 87.33% | 149.00 |
| Bank and Credit Card fees | 2.34 | 200.00 | -197.66 | 1.17% | 0.00 |
| State and Borough Fees | 325.00 | 300.00 | 25.00 | 108.33% | 25.00 |
| Books, Professional memberships | 165.62 | 250.00 | -84.38 | 66.25% | 21.62 |
| Office Equipment | 0.00 | 40.00 | -40.00 | 0.0% | 0.00 |
| Postage | 0.00 | 100.00 | -100.00 | 0.0% | 0.00 |
| Printing and Copying | 32.85 | 100.00 | -67.15 | 32.85% | 32.85 |
| Supplies | | | | | |
| Canteen Items | 57.41 | 200.00 | -142.59 | 28.71% | 0.00 |
| Supplies - Other | 90.39 | 400.00 | -309.61 | 22.6% | 0.00 |
| Total Supplies | 147.80 | 600.00 | -452.20 | 24.63% | 0.00 |
| Utilities | | | | | |
| Electricity | 416.37 | 600.00 | -183.63 | 69.4% | 62.00 |
| Heating Oil | 672.66 | 2,000.00 | -1,327.34 | 33.63% | 0.00 |
| Telephone, Telecommunications | 1,140.44 | 2,200.00 | -1,059.56 | 51.84% | 162.95 |
| Web fees | 293.87 | 500.00 | -206.13 | 58.77% | 0.00 |
| Utilities - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Utilities | 2,523.34 | 5,300.00 | -2,776.66 | 47.61% | 224.95 |
| Operations - Other | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Operations | 4,816.18 | 10,084.00 | -5,267.82 | 47.76% | 682.47 |
| Other Types of Expenses | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Payroll Expenses | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Training | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Expense | 12,836.52 | 20,666.00 | -7,829.48 | 62.11% | 2,767.47 |
| Net Ordinary Income | 64.73 | 8,144.00 | -8,079.27 | 0.8% | -2,506.47 |
| Other Income/Expense | | | | | |
| Other Income | | | | | |
| In Kind | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Other Income | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Net Other Income | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Net Income | 64.73 | 8,144.00 | -8,079.27 | 0.8% | -2,506.47 |

Bank Balances

| | |
|---------------|-----------|
| Passive House | \$ 611.00 |
| E-checking | \$ 2.00 |

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|---------------|------------------|
| Main Savings | \$ 51,758.92 |
| Main Checking | \$ 3,381.94 |
| Credit Card | \$ (1,281.44) |