

## JTEL Board Meeting

July 28, 2025

- I. Call to order: 6:30 pm  
Present: ST, Sarah, Cat, Darwin, Kathy
- II. Approval of agenda: Approved by unanimous consent
- III. Approval of June 30, 2025 BOD minutes: Approved by unanimous consent
- IV. Committee & Program updates
  - A. Facilities – ST – Sauna, white house wiring, railing
    1. White house
      - a. Halil replaced the outdated fuse box with a new one, and relocated it from outside to inside the building
      - b. Some wiring was replaced; the underground cable needs be replaced
      - c. Big thanks to Halil, Darwin & Cat for making it happen
      - d. ST will contact Terry Electrician/ Contractor for the grounding cable
      - e. Darwin will finish cleaning up and putting the boxes back
    2. Sauna - Darwin will talk with Scott Swingle to see if he wants it. Maybe we can get this done by fall
    3. Front porch railing - Stan Rogers will get to it soon
    4. The lawnmower isn't running. ST to look at that
    5. Low branch on choke cherry needs to be removed – it looks nice with baskets, but it's in the way for mowing. ST and Sarah to cut it down
  - B. Marketing –Newsletter - Kathy
    1. Ester Fest is Aug 9
    2. Checking with GEB for seed collection & garlic sale info
    3. Kathy is hosting a Thursday night paint-in, 6 – 8p, for a trial run in August
  - C. Treasurer's budget & report – Sarah delivered another thrilling rendition ... Only \$8 was spent on the white house electrical work because Halil and Cat scavenged everything else! See treasurer's report
  - D. Seed catalog on internet – Kristin & Cat – Cat will get with Kristin in another week or two to continue with the project.
  - E. Historical photos – Kathy & Devta – on pause for summer
  - F. Children's Program – Kathy
    1. Still going 'strong' with a small dedicated group
  - G. Collections & Volunteers – Darwin

1. Collections
    - a. Sine will allow time for new books to be cataloged before publishing her reviews
    - b. Discussion on improving collections, especially Alaskana and Ester History
    - c. Cat will research what's trending in libraries statewide
    - d. Darwin began looking at the tractor trailer storage – it needs cleaning out, but that can probably wait until next year.
  2. Volunteers – we need shift coverage
    - a. Saturdays – ST & Sarah will probably not be available during sport season. Darwin to contact volunteers from the list, then ST will look to Facebook for potential volunteers. Kathy to also contact the member's list when she sends out the next newsletter
    - b. Tuesdays - Sarah will open the doors at 4:00PM and come back from 5:30-7:00 to close
- V. Old Business
- A. Name change update:
    1. The new name must be officially changed in the Articles of Incorporation and the Bylaws, and those must be voted in by library members at the annual membership meeting (October)
    2. ST will come up with a document showing the sections of the Articles and Bylaws that need changing for the next board meeting. This will also need to be publicized 20 days (?) in advance of the meeting, and posted around Ester
  - B. ADA Outhouse
    1. We're still having problems getting anyone to build an outhouse (no from the Carpenter's Union), so Sarah suggested we just **purchase** (brilliant!) an ADA outhouse to sit on the back deck and that can be pumped. ST presented a couple options, the Liberty and Freedom models, both under \$5000.00.
    2. We agreed on Freedom, the larger, fully accessible model, and approved by unanimous consent
    3. We'll make sure the deck can support the added weight of 550 lbs
- VI. New Business
- A. Annual Pie Throw down will be Sept 27, 6 – 10p
    1. Darwin will handle venue and logistics
    2. Cat will do marketing, with Sine probably doing the poster
    3. ST will come up with the jobs and organize lead people
  - B. Sarah asked if she should contact expiring members to remind them that their memberships have expired. We all agreed that she should
- VI. Adjournment: 7:41 pm

Treasurer's Report:

	Oct 1, '24 - Jul 28, 25	Budget	\$ Over Budget	% of Budget	Jun 30, 25	Jul 1 - 28, 25
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
Non-Cash donations	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Direct Public Support</b>						
GEB Donations and Sales	3,156.00	5,800.00	-2,644.00	54.41%	84.00	0.00
Individ, Business Contributions	1,669.29	2,000.00	-330.71	83.47%	0.00	0.00
Li-Berry Music Festival	10.00	3,500.00	-3,490.00	0.29%	0.00	0.00
SuperHeroes Fundraiser	4,820.25	5,500.00	-679.75	87.64%	0.00	0.00
Direct Public Support - Other	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Direct Public Support</b>	<b>9,655.54</b>	<b>16,800.00</b>	<b>-7,144.46</b>	<b>57.47%</b>	<b>84.00</b>	<b>0.00</b>
Grants, other	5,397.00	5,397.00	0.00	100.0%	0.00	0.00
Government Grants	5,263.00	5,263.00	0.00	100.0%	0.00	0.00
Interest Income	0.00	100.00	-100.00	0.0%	0.00	0.00
Membership Dues	335.00	1,050.00	-715.00	31.91%	0.00	0.00
<b>Other Types of Income</b>						
Cash Back Rewards	114.28	150.00	-35.72	76.19%	0.00	0.00
Merchandise Sales	15.00	0.00	15.00	100.0%	0.00	0.00
Miscellaneous Revenue	0.00	50.00	-50.00	0.0%	0.00	0.00
Other Types of Income - Other	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Other Types of Income</b>	<b>129.28</b>	<b>200.00</b>	<b>-70.72</b>	<b>64.64%</b>	<b>0.00</b>	<b>0.00</b>
Special Events	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Income</b>	<b>20,779.82</b>	<b>28,810.00</b>	<b>-8,030.18</b>	<b>72.13%</b>	<b>84.00</b>	<b>0.00</b>
<b>Expense</b>						
<b>Contract Services</b>						
Legal Fees	0.00	0.00	0.00	0.0%	0.00	0.00
Accounting Fees	385.00	785.00	-400.00	49.05%	0.00	0.00
Contract Services - Other	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Contract Services</b>	<b>385.00</b>	<b>785.00</b>	<b>-400.00</b>	<b>49.05%</b>	<b>0.00</b>	<b>0.00</b>
<b>Facilities</b>						
Clausen Renovation	5,296.63	5,297.00	-0.37	99.99%	0.00	0.00
Depreciation Expense	0.00	0.00	0.00	0.0%	0.00	0.00
Maintenance	24.26	1,000.00	-975.74	2.43%	0.00	8.77
Passive House Construction	0.00	0.00	0.00	0.0%	0.00	0.00
Property Insurance	2,085.00	3,000.00	-915.00	69.5%	0.00	0.00
Rent	0.00	0.00	0.00	0.0%	0.00	0.00
Taxes	238.22	500.00	-261.78	47.64%	0.00	0.00
Facilities - Other	0.00	0.00	0.00	0.0%	0.00	0.00

<b>Total Facilities</b>	7,644.11	9,797.00	-2,152.89	78.03%	0.00	8.77
<b>Operations</b>						
<b>Marketing</b>	0.00	144.00	-144.00	0.0%	0.00	0.00
<b>Fundraising Expenses</b>						
<b>Throwdown Cookbook Expenses</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>SuperHeroes Expenses</b>	734.67	400.00	334.67	183.67%	0.00	0.00
<b>Li-Berry Festival Expenses</b>	50.00	500.00	-450.00	10.0%	0.00	0.00
<b>Fundraising Expenses - Other</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Fundraising Expenses</b>	784.67	900.00	-115.33	87.19%	0.00	0.00
<b>Programming expenses</b>						
<b>Children's Program Expenses</b>	57.00	200.00	-143.00	28.5%	0.00	0.00
<b>GEB Expenses</b>						
<b>Microgrant Expenses</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>GEB Expenses - Other</b>	1,531.51	1,500.00	31.51	102.1%	0.00	0.00
<b>Total GEB Expenses</b>	1,531.51	1,500.00	31.51	102.1%	0.00	0.00
<b>Programming expenses - Other</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Programming expenses</b>	1,588.51	1,700.00	-111.49	93.44%	0.00	0.00
<b>Administrative fees</b>	747.00	450.00	297.00	166.0%	0.00	0.00
<b>Bank and Credit Card fees</b>	2.34	200.00	-197.66	1.17%	0.00	0.00
<b>State and Borough Fees</b>	325.00	300.00	25.00	108.33%	0.00	0.00
<b>Books, Professional memberships</b>	338.62	250.00	88.62	135.45%	173.00	0.00
<b>Office Equipment</b>	0.00	40.00	-40.00	0.0%	0.00	0.00
<b>Postage</b>	0.00	100.00	-100.00	0.0%	0.00	0.00
<b>Printing and Copying</b>	32.85	100.00	-67.15	32.85%	0.00	0.00
<b>Supplies</b>						
<b>Canteen Items</b>	57.41	200.00	-142.59	28.71%	0.00	0.00
<b>Supplies - Other</b>	90.39	400.00	-309.61	22.6%	0.00	0.00
<b>Total Supplies</b>	147.80	600.00	-452.20	24.63%	0.00	0.00
<b>Utilities</b>						
<b>Electricity</b>	594.37	600.00	-5.63	99.06%	59.00	58.00
<b>Heating Oil</b>	841.37	2,000.00	-1,158.63	42.07%	0.00	168.71
<b>Telephone, Telecommunications</b>	1,629.35	2,200.00	-570.65	74.06%	162.97	162.97
<b>Web fees</b>	293.87	500.00	-206.13	58.77%	0.00	0.00
<b>Utilities - Other</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Utilities</b>	3,358.96	5,300.00	-1,941.04	63.38%	221.97	389.68
<b>Operations - Other</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Operations</b>	7,325.75	10,084.00	-2,758.25	72.65%	394.97	389.68
<b>Other Types of Expenses</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Payroll Expenses</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Training</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Expense</b>	15,354.86	20,666.00	-5,311.14	74.3%	394.97	398.45
<b>Net Ordinary Income</b>	5,424.96	8,144.00	-2,719.04	66.61%	-310.97	-398.45
<b>Other Income/Expense</b>						

<b>Other Income</b>						
<b>In Kind</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Total Other Income</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Net Other Income</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Net Income</b>	<b>5,424.96</b>	<b>8,144.00</b>	<b>-2,719.04</b>	<b>66.61%</b>	<b>-310.97</b>	<b>-398.45</b>

**Balances**

New Building Savings	608.50
New Building CD (06/25)	14,103.38
Main Checking	7,872.44
Main Savings	51,758.92
e-checking	2.00
Capital One Credit Card	-451.71