

JOHN TRIGG ESTER LIBRARY  
**Board of Directors Meeting Minutes**  
December 20, 2023

**Call to Order**

The meeting was called to order by President Mindy Gallagher at 5:03 pm in the Clausen Cabin.

**Board Members Present**

Mindy Gallagher, Kathy Nava, Cat Stephenson, Syrilyn Tong, Gary Pohl. This constituted a quorum. Kristin Haney is in Seattle and excused.

**Approval of Agenda**

Approved by acclamation.

**Approval of Minutes of November 19 Board Meeting**

Approved by acclamation.

**President's Combined Report**

Mindy indicated that 59 items were catalogued. Kathy has been helping with Collections, very helpful. Winter Natural Science at Clausen. Poster out. Community Revenue Sharing is in order per Mindy's call to Erik Holland, and ST added that the check arrived today. Credit card: Mostly Mindy, ST and Kristin are using it. If you make online purchases please get receipts and keep ST informed ASAP.

**Other Reports:**

Facilities: Gary indicated the snowblower needs repair, either Charlie or ST's garage would be needed. Meanwhile, a mystery person cleared the snow before Tandem could plow. Maybe check with Karl Nordeen. Maybe put a thank you on Facebook. White Building: Bear Electric has not responded to two calls left for them to investigate the possibility of extending circuits to the building for basic lighting in the dark times of the year. Halil Iscanoglu, an electrical engineer from Turkey is here for a few months and can look at the existing conditions and investigate the feasibility of extending power to the building. ST questioned the structural stability of the structure and why would we want to spend any money on the building. Gary noted that it has lead paint on the exterior walls (mitigation is expensive), and has not shown significant signs of instability, but he will inspect it in the spring.

Grants: Gary deferred discussion of the FY24 grant applications until later in the agenda. Sine Anahita has a potential grant source for funding for programs and such. Agreed to invite Sine to next month's BOD meeting to present the grant possibilities.

Finance: ST presented the financials which were attachments to the agenda and included GEB and the USDA microgrant. The microgrant has \$162.85 of the actual grant left to spend. We still

have \$315 remaining to spend of 10 percent match. The CRS check is not included in these current financials.

GEB: Kristin was excused and no GEB report was made, other than that Mindy noted that garlic is in the refrigerator, and it is sprouting.

Children/Family Programs: Kathy indicated that there hasn't really been any, but that she is thinking about activities for after the new year, but probably not on Saturdays.

Newsletter: Library topic/theme will be science fiction! Catalog party for seed ordering will happen, need to hear from Kristin. Hot chocolate and crafts on Mondays unless other feedback is received. Gary indicated that his nephew puts on a sci-fi webcast, and he would check with him on possibilities to link JTEL in! The possibility of board games was discussed.

### **Old Business**

Programs and Operating Hours: No changes from last month, and the intent is to maintain consistency of days and times. Also, Gary will contact Google to remove the Blogspot that has been inactive since 2016 after having an opportunity to see if we have any history that can be salvaged for our archives. There is also a "GuideStar" site that has outdated information on a "non-profit clearinghouse". ST will contact them to take down the JTEL information.

Online Calendar of Activities: Not really much need for this now.

Grants Writing: Needs and Progress: Send out generic letter of why to support JTEL grant request. So far, letters from several organizations and individuals are in process. Discussion of meeting with ECA regarding the potential of a kitchen in the new library for canning. Gary will meet with Monique Musick to review the mission and criteria for the kitchen.

Website Updates: ST is 90% done with financial and overall website items, except Gary needs to update the items under the Future Building tab. Gary also needs to update the approved minutes et al to current, including annual report. ST posted the following questions: Committees hyperlinks, can we delete all the committee links and pages? Yes, by acclamation. Cat raised a question about the "History of Ester" tabs that don't really say much, should we delete these? It was agreed to remove the links on the website but retain these items in the Media archives. Cat suggested a pictorial history of Ester could be developed in the future. Is it our job to put this information up? Discussion ensued with no clear resolution. "Seed Steward" program items need to be updated. "Tip of the Hat" and "Support JTEL" pages are all old and need to be culled/streamlined.

### **New Business**

Endowment: In response to comments by Thelma Gower that perhaps JTEL could do better with a different investment, ST investigated our two endowment funds set up with the Alaska Community Foundation (ACF). ST found that Deirdre Helfferich had set up two endowment funds through ACF, purportedly to fund future staffing. She also found out that neither

endowment had met their 2-year deadline for funding and should have been dissolved at that time, but somehow had not. ST also presented numbers that showed the endowment funds have been earning far more income than they would in a standard savings account or CD at a bank. ST also compared endowments versus savings at Mt. McKinley savings and the endowments are higher. The consensus was that we just let it ride, as there are not enough funds in the endowments to worry about. Per ACF, dissolution should not be taken lightly.

Post Office Box Key and Notifications: There is only one key to the JTEL PO box and it was resolved that ST can purchase a second one for up to \$100.

Survey: Three survey forms have come in so far. Various items are requested: board game group, printer to use, more outlets, book signings, space for lectures. Also, ST indicated that persons on shift need to check the phone messages.

Goal Setting: Mindy would like to inventory 500 books this year! Gary would like to finish the compost bin and get the garden going at Clausen and manage the new library site and keep it pretty all summer.

Other: Kay Sisson is a temporary Board Member in the Director position, so we have seven board members.

It was agreed that the date of the next Board Meeting would be Wednesday, January 17 at 6:00 pm.

The meeting was adjourned by acclamation at approximately 7:05 pm.

Respectfully submitted,

Recorded by Gary H. Pohl, Secretary