

JOHN TRIGG ESTER LIBRARY  
**Board of Directors Meeting Minutes**  
July 17, 2024

**Call to Order**

The meeting was called to order by President Mindy Gallagher at 6:04 pm in the Clausen Cabin.

**Board Members Present**

Mindy Gallagher, Kathy Nava, Sarah Albers, Kristin Haney, Syrilyn Tong, and Gary Pohl. This constituted a quorum. Cat Stephenson was ill and not present.

**Approval of Agenda**

Approved by acclamation.

**Approval of Minutes of June 19, 2024, Board Meeting**

Approved by acclamation.

**President's Combined Report**

Mindy stated she dealt with JD Ragan who wanted to donate multiple boxes of books, but only some were acceptable. Other books were catalogued since the last meeting. Carol Hoefler was a volunteer. 66 books were added to the online catalog. The White House is getting cleaned up. We also have the Lee Salisbury collection of books, and the UAF Drama Department has agreed to take most of them. Mindy also finished up the Community Revenue Sharing Grant for submittal to the FNSB this year. Mindy also discussed the "key situation" where the back door lock box key was left in the office, and everyone was locked out until ST brought her key and unlocked it. Mindy had lost her key but has replaced it now.

**Other Reports**

Financial: ST presented the financial sheets.

Current Balances through July 15:

PH Savings:	\$14,598.46
Main savings:	\$49,741.16
Main Checking:	\$1,381.17
E-Checking:	\$2.00
Credit Card:	-\$1,360.82 debit

The GEB Plant Sales income was discussed and was approximately \$3,500.

Facilities: Kristin noted that the Wi-Fi at Clausen is limited in range and affected the Square during the Plant Sales, Gary will call GCI. Gary indicated that he still has several items on his

agenda including the basement wiring and cleanout, construction of the compost bin doors, and an inspection/report on the White and Brown Buildings. Cleaning the gutters on Clausen has been completed, thanks to volunteer Stan Rogers. The lawn was not mowed today. It was noted that some of the flooring by the back door is warping a bit.

Grants: ST was in receipt of a letter from Senator Murkowski's office with the unfortunate news that JTEL did not make it out of the next level of review in Congress. The Rasmuson Foundation has opened their process for grant applications and the Grants Committee (Mindy, ST, Gary and Thelma Gower) to discuss options. ST was in contact with the Rasmuson Foundation and explained how the various Tiers of grant levels work, and the amounts. Based on input and recommendations from Jamil, we have only limited options as a non-governmental entity. It was agreed that our best option was to work on an application for a lower Tier 1 level (<\$35,000) grant to include the ventilation system and HCP outhouse for the Clausen Cabin. ST also stated that she had gotten an updated estimate for the HVAC system, and that it would cost approximately \$5300. This would allow us to demonstrate our abilities to work with Rasmuson and successfully complete a grant. ST also indicated that the Rasmuson Foundation will not consider organizations whose entirety of Board members don't all make donations to their organizations, for the current fiscal year. Fund raising efforts are also advantageous to grant applications.

GEB: Kristin organized two work parties to move and plant leftovers from the plant sale to the new library site planting beds on Village Road. There was one party of eleven people and one of five. She has been harvesting Clausen rhubarb in preparation for the LiBerry Pie Throwdown.

Children/Family Programs: Kathy stated that cyanotype went well in June. It is a good program and attracted several folks. No craft activities will be held the next two Mondays. For next month, Kathy is looking at an activity with bleeding tissue paper.

Newsletter: Kathy indicated that the September book is "Atlas Shrugged" by Ayn Rand and would need to be read in August. JTEL will have a presence at Ester Fest and JTEL will have books to give away.

## **Old Business**

Programs and Operating Hours: Gary will not be available next Wednesday the 24<sup>th</sup> and needs a volunteer to cover for him, if possible. Kristin is not available for her shift on August 1<sup>st</sup>.

Handicapped Outhouse Plans: Gary presented some preliminary design drawings for a new outhouse located off the southeast corner of the Clausen back porch. The plan is based on the ECA Park HCP design, but without the vault toilet and instead would use an above ground tank. A 450-gallon polyethylene tank (84" long x 48" wide x 30" high) is available from Greer Tank. Gary is concerned about being able to seal and vent the tank to minimize foul smells. ST raised a concern about the size of the tank, as use would be limited, and the tank could dry up. Gary will first talk to Horizon Services about other potential options. He will then price out the tank and other materials for potential use in the Rasmuson grant. Getting experienced volunteers will be important. Gary can't do the construction work this summer, but maybe in the fall.

Volunteer Handbook and Sign-up Sheet: Mindy noted that GEB information needs to be added, e.g. how to check out seeds, donate seeds, et al. ST suggested putting the book out on the octagonal table and having all volunteers read it and sign off on it. Comments on the documents may be written directly on the pages. Sign-in sheet redesign was not available for the meeting.

July 4th Activities: Kristin stated that the JTEL float won an award for biodiversity, gave away all the books they had, and ran out of candy (need more candy the next year).

### **New Business**

LiBerry Pie Throw Down and Music Festival: Mindy stated that this event usually occurs in September. It was a consensus decision to pick Saturday, September 28<sup>th</sup> for the date of the event. The Golden Eagle will be contacted by Mindy to secure the venue for that date. Musical groups will be needed. Dual pie coordinators will be required, one at Clausen and one at the Eagle. ST will talk to Kayt Sunwood about her band and put feelers out to Sine Anahita about posters.

It was agreed that the date of the next Board Meeting would be Wednesday, August 21, at 6:00 pm at the Clausen Cabin.

The meeting was adjourned by acclamation at approximately 7:45 pm.

Respectfully submitted,

Recorded by Gary H. Pohl, Secretary