

JOHN TRIGG ESTER LIBRARY  
**Board of Directors Meeting Minutes**  
September 18, 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, Syrilyn Tong, Cat Stephenson, Kristin Haney and Gary Pohl. This constituted a full Board.

**Approval of Agenda**

Approved by acclamation.

**Approval of Minutes of August 21, 2024, Board Meeting**

Approved by acclamation.

**President's Combined Report**

Mindy stated that she catalogued 16 books and added check-out cards and pockets to books which had already been catalogued. She also submitted the annual Community Revenue Sharing documents to the FNSB and worked on the Volunteer book and Rasmuson Grant application. She asked about seed checkout and Kristin indicated that the check out forms for seeds are in the cabinet. The Board will get a tour after the meeting.

**Other Reports**

Financial: ST presented the financial sheets. She suggested that JTEL get a CD to get higher interest than from the savings accounts, PH and Main. The current savings rate is 0.17% and CDs yield 4.12% for 9 months, and other variations are available depending on the term. Mindy moved and Sarah seconded that JTEL set up two 9-month CDs as follows:

PH Savings: \$10,000  
Main Savings: \$25,000

The motion was approved unanimously. Further, the Board also agreed that ST would go to Mt. McKinley Bank and get these CDs set up.

Current Balances through August 16:

PH Savings:	\$14,598.46
Main savings:	\$48,941.16
Main Checking:	\$1,992.19
E-Checking:	\$2.00
Credit Card:	-\$400.24 debit

Facilities: Gary needs to call GCI about the Wi-Fi range at the Clausen Cabin. Gary indicated that he has completed the basement wiring and cleanout, but that he still has several items on his agenda including construction of the compost bin doors, and an inspection/report on the White and Brown Buildings. The lawn has not been mowed in the last two weeks primarily due to rain, but the grass remains short. Raking will be needed soon. Gravel pad for the outhouse has been put in. Work will be done on the new outhouse in the spring. All also agreed to manually set back the temperature on the Toyotomi heater to 62 degrees F during the winter months. ST mentioned that one of the Gazebo benches has rotted and broken in half. Sarah suggested composite benches. Meanwhile, the broken bench will be dragged into the woods to return to nature. Also discussed was making sure that the snowblower is functional for winter use, and ST and Sarah agreed to take care of preparation of the snowblower for winter. Kathy noted that the library is low on toilet paper, and ST will procure more.

Grants: Rasmuson Tier 1 grant application for the HRU ventilation system has been submitted. We should hear within about 90 days. Community Revenue Sharing application submitted by Mindy.

GEB: Kristin has begun garlic sales and had about 23-25 people in attendance at the sales. All garlic sold was grown at UAF through the vegetable variety trials at the Georgeson Botanical Garden. The professor was Glenna Gannon. One person attended the garlic class, and one person returned seeds. Kristin will have one more garlic sale and will use the iPad for sales.

Children/Family Programs: Kathy stated things are getting more active slowly. There is an experienced art teacher, Bianca Blickenstaff, offering classes for kid's classes on Mondays, and adult classes on Fridays, such as watercolor, batik and papier mâché. Kathy hopes it will gain momentum as time goes on. She will set up a sign-up sheet to be able to send out reminders to interested people. She also set up a new "Activities and Programs" binder that is kept in the Clausen Cabin with information about these programs. Kathy will talk to Bianca about issues of cost and fees.

Newsletter: Kathy indicated that the annual Halloween event will be coming up, to be held 6 to 8 pm at Clausen on Halloween night. Kathy has ordered 8 pounds of candy for the event. October is also "banned books" week. The annual meeting will be on Sunday, October 13<sup>th</sup> at 4 o'clock including "volunteer appreciation". She will place a prominent invitation in the newsletter. Current volunteers should be contacted directly.

## **Old Business**

Programs and Operating Hours: Mindy asked if hours would remain as current. Kathy indicated that on Fridays that the music group is from 3 to 5 pm with no "open" sign put out. Art is then "open" on Friday evenings.

Handicapped Outhouse Plans: Gary will continue to refine the design. He talked to Eli, who is an administrator for wastewater systems. If classified as an “outhouse” then it should be allowable, as is the current outhouse.

Volunteer Handbook and Sign-up Sheet: Cat submitted a final version of the volunteer sign-up sheet for use.

LiBerry Pie Throw Down and Music Festival: Kathy has not found three judges for the Pie Throwdown yet. Volunteers are also needed for various tasks and timeframes: pie receiving and transport, pie judging, set up at the Golden Eagle, pie sales, front door admission, pie auction and event breakdown. Volunteers and band members will get “pie tickets” and admission. Board members are to wear JTEL t-shirts. Kathy has submitted information to KUAC and the News-Miner for publicity. LiBerry banner to be set out on the Parks Highway; Kathy got permission from Mark Simpson at ECA to use their wooden support. It will take a large truck and several strong volunteers to move it and set it up.

### **New Business**

Tween Book Club: Nothing is happening now, possibly in the works.

Revising Mission, Vision, Values statements: Mindy suggested that we revisit what is on the website and craft an updated version. Cat will do some research as there is a lot of information on the internet about library mission and vision statements.

Planning for Annual Meeting: October 13<sup>th</sup> has been set for the annual meeting at the Clausen Cabin. Discussion included: who is up for election based on the two-year term rules, who wants to continue to be on the Board, who wants to be an officer and who might potential new board members be? Cat thought we should get more volunteers and network with the community and would be willing to act as a volunteer coordinator of sorts. Gary stated that he can't be an officer but would be willing to be a director if there is no one else to be the seventh member of the Board. No firm decisions were made, but all agreed that the Board members will think about the election, where they stand, and all look for potential new Board members. It was agreed, however, that cupcakes or other treats will be made available for the annual meeting!

It was agreed that the date of the Annual Meeting and the next Board Meeting would be Sunday, October 13, at 4:00 pm at the Clausen Cabin.

The meeting was adjourned by acclamation at approximately 8:20 pm.

Respectfully submitted,

Recorded by Gary H. Pohl, Secretary