

Friends of the Juneau Public Libraries Board Meeting

August 27, 2025

6:00 PM Douglas Public Library

FINAL MINUTES (approved 11/22/2025)

ATTENDEES: Board members Andi Hirsh (president), Anne Fuller, Karina Reyes (Secretary), Martha Moore (vice president), Eva Varadi (Treasurer), Louise Miller, Sue Walker, and Catherine Melville (JPL Director). Others present: Ellie Ruel, bookstore volunteer. Absent: Amy Carney

President Andi Hirsh called meeting to order at 6:07pm

I. AGENDA:

- A. Motion to approve the agenda moved by Eva Varadi seconded by Catherine Melville; motion carries

II. APPROVAL OF MINUTES

- A. Motion to approve minutes from last board meeting held on May 28, 2025 and Special Meeting held on July 1, 2025 moved by Sue, seconded by Martha; motion carried.

III. REPORTS

A. Library - Catherine Melville

- Save the date October 25th for Open House

B. IT - Anne Fuller

- Facebook page has about 100 impressions per post
- Amy monitors our web; currently about seven posts in a 28-day period

C. Bookstore - Sue Walker

- Still facing the same ongoing issues: four months to get lights changed, promises to fix broken front door still unresolved
- Status quo- the same dire issues faced by the bookstore under our current location and the situation is getting worse.
- Sales are going well on the online front
- Challenges of aging desk volunteers requiring a 2nd person assigned to help around the same time
- Shipment off to Thrift Books in Seattle since our last board meeting; ThriftBook sales have increased as scanner app allows us to be more selective of what's sent to Thrift.
- Last shipment of books done through Eagle/Raven company did not go as well.

D. Treasurer's Report - Eva Varadi

- Eva shared the Profit and Loss by Class report for January - July 31, 2025
- We currently have 140K in our bank account but due to impending move, we should leave here in an easily accessible account
- 914K in investments; we have surpassed 1M\$ in funds available

- Martha asked for clarification re: 30K annual gift to the public library
 - a) This amount is not given in one lump sum. Eva explained that we have a separate bank account set up that contains 5K and when it's drawn down, we continue to add to it up to the maximum gift.
 - b) Maximum amount of 5K is a safety limit
 - c) Catherine Melville is the only one who currently writes the checks against the balance. She keeps in touch with the bookkeeper, Ceann.
 - Martha asked about the \$500 gift by rotary which shows up on our Administration income; this is a gift given under the condition that funds are used for children's books to be given away to the kids
 - a) It's under our administration to allow for an easier system to accept and access the funds donated by an outside organization
 - Wild Apricot is what we use to be able to take online payments for memberships so we will continue to keep this service so it is easier for members to pay online.
 - T-shirts and bags were difficult to sell. Martha mentioned that If we have extra t-shirts, we could use them for volunteer appreciation day. Board will give \$400 from FOL.
 - There are still totes available; bookstore was selling it for \$15
 - Issue: order more or find another vendor. Catherine will get numbers to Eva about expenses and profit from t-shirt&tote sales; this will be discussed in a future meeting.
 - Eva sent out a 990 form that needs to be reviewed by the board before being sent to the IRS. This is a requirement of every non-profit board
 - Sue brought up concern about average hours/week for related organization hours as they seem to not accurately reflect the real hours board members actually expend.. This is something to review for future record-keeping purposes to report correctly on the 990 form.
- E. RECESS - Andi made a motion that the Friends of the Library Board recess into executive session for matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Friends of the Juneau Public Library, namely: lease negotiation updates. Martha seconded.
- Executive session began officially at 6:44pm
 - Executive session ended at 7:11pm
- F. **Motion:** Louise moved to provide our lawyer, Lisa Marriotti, with a draft letter to property manager informing them that we do not intend to renew the lease; seconded by Sue; motion passed by unanimous consent
- Note that letter will also mention that we are actively looking for another location
- G. Municipal Elections Ballot propositions that could impact library
- Andi is an election official and recused herself from this discussion

- Anne led the discussion about the three propositions on the ballot that are up for public vote in the upcoming municipal elections. She would like us to publicly address some of the issues that will affect the funding of public libraries. According to Catherine, 94% of the public library funding comes from property tax and sales tax.
 - a) The outcome of the votes could translate to less funding for libraries. Catherine wanted to discuss whether “the board could agree to do something on behalf of JPL that's in support of the fiscal situation not being drastically different.”
 - b) The public needs to be aware where money funding the libraries comes from.
 - c) Anne agreed that it is logical to suppose cuts will happen if the mill rate is reduced or capped.
- Sue suggested going to KTOO but Catherine says any other city employee cannot advocate for or against the propositions; Sue suggested that the interview could be just dispensing information to the public about how the public libraries are funded without advocating for any proposition.
- Eva suggested that we should not jump ahead of the city and give them ideas on how the funding should go for public libraries based on the propositions that are on the ballot for which we do not know the results
- Martha stated that since we are a non-profit entity and we have no public opinion on the issues up for voting.
- The rest of the board decided that there is no interest in making a public statement for or against the propositions. However, individuals can speak out on their own but not use their roles as board members since we are a non-profit, neutral entity, not involved in political advocacy.
- There is no concrete evidence for de-funding libraries and we won't know the results until after the municipal elections are held, board members don't think it's prudent to make public statements concerning any propositions on the ballot. We as individuals can do our own political advocacy in support of funding libraries.
- No support for a motion.

H. Annual Grant discussion

- Eva reminded the board that the annual grant of 30K to the public library is a use it or lose it funding. It is currently disbursed in \$5,000 increments and Catherine has the check writing abilities for this fund.
- Eva recommended that any amount not used be transferred into a long term investment account which is there for the library's future use.
- Eva wanted to move that the entire gift be given to the library each fiscal year finances permitting and any unused amount be transferred to one of our investment accounts. We would retain more control of the unused money if they go to the investment account instead of JCF. It would also

be easier to transfer money to the Alexandria acct. We could just add it to the Alexandria balance.

- Anne made a motion that the entire gift be given to the libraries each fiscal year, Friends' finances permitting, with unspent monies transferred to a sub account with our investment advisors and earmarked for future library use; Martha seconded. Motion passed by unanimous consent
- Andi made a motion to transfer the 2024 remaining unspent library gift of \$8,876 to an Alexandria sub account and earmarked for future JPL use. Sue seconded. Passed unanimously.

I. Bookstore exit update

- Still the same problems in the current location (see above III. Reports, C. Bookstore report)
- Andi is still working on getting a letter to the property manager; also trying to contact Mendenhall Mall owner who is currently out of town and difficult to reach.

IV. Meeting adjourned @ 7:59pm

V. Next meeting – Saturday, November 22, 2025 @2pm Location: Downtown Library?

Final draft respectfully Submitted by: Karina Reyes, Board Secretary

September 25, 2025

Approved 11/22/2025