

**Dermott O'Toole Memorial Library
Board of the Directors Meeting
Tenakee Springs and Via Zoom**

November 28, 2022 2PM

Call to order:

Attending:

Approval/additions to agenda:

Approval of October minutes:

Chair's report:

Treasurer's report:

October report details for reference:

Treasurer's Report FY 2023 – September 2022

- As the new treasurer I'm still learning the ropes, but am feeling more comfortable with the process/procedures.
- I've spent a little time researching low-cost (online) accounting software that would help us keep better track of our accounting. I will do more research over the next couple of months, and let everyone know what I find. QuickBooks Online would be \$30 per month for the cheapest version. Quicken is between \$4 and \$10 per month – and I think it could work for what we need.
- I asked Nicole for confirmation that the AML insurance amount this year was correct and she said yes. It was almost \$900 higher than the prior year for the Library's portion. Here was her answer to my question: "Yes, our insurance went up significantly this year - mostly on building coverage for some reason (no changes on our end, just an increased premium). I think it was somewhere around \$36,000 instead of \$28,000."
- Our new Alaska USA account is open, but they will close it unless we get them a business license or EIN. I think the EIN would likely be the easiest route (and cheapest), but am open to any feedback anyone on the Board or at the City can provide. Checks are in the mail at this point, and I have a debit card and all other items needed to bank with them. The people I dealt with in Juneau and Anchorage thought everything was a go, and then someone higher up at the bank said no – not until they get one of those documents. I'm currently working on talking to someone higher up at AK USA.

Lisa and I will complete the ARPA grant report this week.

- I'm working to understand the OWL financial piece and will get with Lisa on that.
- We need to submit the E-rate Narrative for Bids for Internet by November 1. I am not sure how this one works as well and will check with Lisa on it. (10/24 email from Deanne at EED)

Director's report:

Primary Business:

1. Director to AKLA meeting
2. E-rate update
3. Director's evaluation

Other Business:

1. Library website

Board Comments:

Next Meeting:

Move to Adjourn: