



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
April 26, 2011**

Call to Order

Chairman Jessica Wagner called the meeting to order at 4:20 p.m. at the Park County Public Library. Library board members present were Tanya Lowham, Pat Stuart, Anna Sapp and Bruce McCormack. BOCC liaison present was Dave Burke. Library staff members present were Frances Clymer, Marge Buchholz, Lisa Printz, Beth Roberson, and Joanne Patterson. Guest present was Jodi Miller.

Frances introduced Jodi Miller, candidate for the Meeteetse Branch Library branch manager position.

Approval of Minutes for March 2011 meeting

Tanya moved to approve the minutes, Pat seconded, the motion passed.

Consent Agenda

There were no additions to the agenda. Anna moved to approve the agenda, Pat seconded, motion passed.

Current Financial Business

Frances presented the current financial statements.

Correspondence and Communications

Nothing to report.

Personnel Issues

Meeteetse Branch Librarian Candidate Introduction: Jodi is a central Colorado native. She received her MLS from University of Texas, Austin, and has been in the Modesto, California, library system for seven years. She served as interim director, children's librarian and youth services librarian. She interviews with Frances, Beth and Jay Curtis tomorrow.

Powell Branch Librarian Search: The job description and announcement were reviewed and edited and will be sent out tomorrow. Lisa provided good recommendations for the type of person best suited for the position. Lisa is leaving at the end of June.

Foundation Report

Nothing to report. The fund raising committee met and discussed some ideas. They want to raise another \$100,000 to qualify for matching funds from the state by that program's 2014 deadline. The Foundation received and is reviewing endowment investment proposals.

Old Business

COSUGI Conference Report: Frances reported that the meeting was very beneficial and focused on the future of technology, what is working in libraries and how libraries are adapting to changes in technology, such as eBooks. Wyoming State Library staff is currently studying the advantage of purchasing eBooks. In the near future Kindle users will be able to download non-Amazon books and other library media from libraries. She attended other sessions on Director's Station, the analytical database for library information, electronic resources and Chili Fresh, a program that links with libraries systems and allows patrons to write and submit reviews of books that appear in the library catalog.

Universal Class: PCLS has subscribed to this database of free, on-line classes with over 500 class offerings. Since the program became available, our patrons subscribed to more than 100 classes, which according to Recorded Books, who offers the program, is a phenomenal beginning to the program.

SIRSI is considering adding a component to their system that allows patrons to maintain a list of their check-outs. The list would be available only to the patrons via their account.

Powell Branch Library Renovation: The cost estimate of a written structural report by the structural engineer is \$1,500. An addition to the building requires that the entire building be brought up to current code. We need an estimate of the cost of bringing the building up to code. Based on that information, we can decide if an addition should be built or if we need to build elsewhere. The Powell building committee meets May 7.

New Business

2011-2012 Annual Budget: Dave said that Park County is in good shape, evaluations are up as is oil revenue. There are no unusual expenses in the upcoming county budget. Large expenses, such as the \$7 million needed to close the county landfill are over a 5-year period. He said we should budget for what we feel we need in the upcoming year. BOCC will be looking at true needs.

Anna suggested we solicit RFPs for accounting services.

Questions were raised as to how to determine merit raises. The board felt the library needs an evaluation system to support merit pay increases. Frances has an evaluation form she will e-mail to the board for discussion at the next meeting.

A correction was made on account # 1200, accounting services, the Notes column should indicate this is an increase.

Anna moved to approve the preliminary draft budget with corrections as discussed, Bruce seconded, motion passed.

Bistro Income Projection: This fiscal year, the Bistro saved nearly \$40,000 in expenses over last year and cut the loss by nearly half. Price increases are more than appropriate. The quality of goods needs to be maintained.

Date, time and place of May 2011 meeting

Tuesday, May 19, at 4:15 p.m. at the Park County Public Library

The meeting adjourned at 5:25 p.m.

Jessica Case Wagner
Board Chair

Frances B. Clymer
Library Director

Joanne M. Patterson
Administrative Assistant