



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
February 17, 2011**

Call to Order

Chairman Jessica Wagner called the meeting to order at 4:18 p.m. Library board members present were Tanya Lowham, Bruce McCormack, Anna Sapp and Pat Stuart. BOCC liaison present was Dave Burke. Library staff members present were Frances Clymer, Sharen Kruger, and Joanne Patterson.

Approval of Minutes for January 2011 meeting

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

Consent Agenda

Director's Report Additions:

Link Wyoming is a federally funded project to study broadband access in rural areas. Frances is involved with Region 6, northwest Wyoming. In rural areas, many people are at a disadvantage because they are without Internet access, or their Internet access is slow and/or undependable.

Planetree: West Park Hospital is undertaking Planetree accreditation process. Among other aspects, this includes their relationship with the Park County Public Library and usage statistics for the Planetree Resource Room.

Cultural Preservation Resources (CPR) Advisory Board: Frances is a member of the CPR advisory board. CPR is a group of museum and library professionals who are developing a website in cultural preservation resources.

SIRSI/DYNIX: Frances is invited to attend a librarians meeting in Phoenix, April 20, 2011, related to this integrated library system provider. We will be reimbursed for her travel expenses.

Tanya moved to approve the Consent Agenda, Pat seconded, the motion passed.

Current Financial Business

Frances presented the current financial statements. At the end of January 2011 expenses are 47% of budget and anticipated revenues are 60% of budget, which is comparable to last year. The Bistro remains under budget. As of the end of January, the Bistro loss is \$9,364.83, last year the loss was \$21,782.91.

Adam Main, IT assistant, was introduced.

Correspondence and Communications

The library received the Federal Home Loan securities report, thank yous from the Gears and Jill Shockley-Siggins, donation from Kathy Wormald to the Cody children's library, letter from a Clark student, and an invitation to Cody County Chamber of commerce Founders Day dinner.

The letter from the Clark student raised the question of library services to Clark. Frances will research the feasibility of a bookmobile. The board asked Frances to prepare a thank you letter to Click Hunter and Skip Richardson, co-chairs of the Winter Gathering, for their work.

Personnel Issues

Meeteetse Applications: Appointments for telephone interviews will be made soon. From the telephone interviews, the search committee (Frances, Jessica, Jay Curtis, Beth Roberson and Sharen Kruger) will identify a candidate for an in-person interview.

Foundation Report

Winter Gathering was a great success. The Foundation is soliciting ideas for Winter Gathering 2012.

Old Business

Powell Remodel: The remodel results are stunning. There is the sense of greater space and warmth. The remodeled library is being well-received. In conjunction with the remodeling project the Powell collection was weeded for age of the books, current interest, out-of-date information and condition.

Report on Marion Morrison's assessment of the building: A preliminary structural evaluation of the Powell Library, done by an engineering colleague of Marian Morrison's, determined the building is essentially sound, though the elevator needs updating. He will provide the cost of a total structural analysis. It is possible to expand the building by going above the children's department.

Recommendations for disposal of surplus shelving: Dennis Spargur is reviewing the possibility of auctioning the surplus shelving.

Legislative Reception: Tanya and Pat attended the Wyoming Legislative Reception and workshop on library advocacy. The workshop encouraged libraries to have a presence in their community and partner with other community entities. Pat and Tanya were interested in hearing about libraries in other communities and came away with a positive feeling about the finances and health of the Park County Library System and its relationships with the Friends' groups and the BOCC.

New Business

Network Security Policy: Mike Conners, Park County Chief Information Officer, suggested the library adopt a network security policy. The policy provides guidelines to staff about what can be done with computers and helps staff understand the rules of computer use. Frances will present the policy for review at the next board meeting.

Invitation to Chamber Founder's Day Banquet: Jessica, Pat and Frances will represent the Park County Library at the dinner.

Board Retreat: The library board retreat will take place when the two new members take their position on the board in July 2011. Jessica offered her Meeteetse ranch for the day-long session.

Date, time and place of March 2011 meeting

Thursday, March 17, at 4:15 p.m. at the Powell Branch Library.

The library board went into executive session at 5:20 p.m.

The library board came out of executive session at 5:45 p.m. and adjourned.

Jessica Case Wagner
Board Chair

Frances B. Clymer
Library Director

Joanne M. Patterson
Administrative Assistant