



Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
November 2, 2015

Call to Order

Rachel DeShong called the meeting to order at 4:15 p.m. at the Park County Library. Library board members present were Rachel DeShong, Nickie Proffitt, Lisa Smith, and Graham Jackson. Library staff members present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen, and Lisa Heimer.

Approval of Consent Agenda

Nickie moved to approve the consent agenda which included the previous meeting minutes, library reports, statistics, bank statements, check registers, bills to be paid, and correspondence. Lisa seconded the motion; motion passed.

Branch Manager Updates

Faith reported that the Powell Literary Pumpkins event went well, and she shared pictures from Powell. Marge reported that the Cody library is collecting food for the Cody Cupboard's November 7 collection day. She also reported on the Friends of a Legacy (FOAL) program in Cody on November 5 and the Friends of the Cody Library book sale November 12-13. DeAnne reported on the success of the Meeteetse field trip to the Heart Mountain Relocation Center and the library visit from Sam Mihara. Nickie commented on the high quality of the information in the written board reports each month.

Current Financial Business

Frances reviewed the financials, including:

- Reconciliation Report
- Monthly Budget Report

Nickie moved to approve the current financial business, Lisa seconded, motion passed.

Foundation Report

Frances reported that the PCLF is working on the Winter Gathering event for 1-5 pm January 23, 2016 and the theme is "Wonderful Wyoming." Frances also briefly discussed the foundation endowment and a request was made that a PCLF member attend the next board meeting.

Old Business

The board discussed the PCLS Strategic Plan. Frances reviewed all the staff survey and comments from the county-wide staff meeting on October 23. The board discussed changing the library logo, several comments from the staff meeting included hesitation to change the logo or add separate logos for each library. The board reviewed the draft of the plan brochure and made additions based on Nickie’s recommendations. There was further discussion about the statement of purpose on the brochure and the timeline for release. The board agreed that the public comment period should be 60 days and include the Park County Library Foundation Winter Gathering on January 23. Promotion of the strategic plan will include a press release, small ad, Facebook promotion, and PCLS website promotion. The tri-fold brochure will be printed and start to be circulated in December.

The board postponed the discussion of NWC internship development.

New Business

Frances informed the board about the plan for the Friends of the Cody Library to help purchase new shelving for the large print collection.

Date, time and place of December 2015 meeting

Tuesday, December 29, 4:30 p.m. in the Cody Library Bison Room.

The meeting adjourned at 5:35 p.m.

Rachel DeShong
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant