



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
March 3, 2016**

Call to Order

Rachel DeShong called the meeting to order at 4:35 p.m. at the Park County Library. Library board members present were Rachel DeShong, Nickie Proffitt, and Lisa Smith (by remote internet). Library staff members present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen, and Lisa Heimer.

Branch Manager Updates

Faith reported that the Powell MakerSpace had a very successful grand opening Saturday February 27. Marge reported on the wonderful Love Letters program at the Cody library on February 13. DeAnne reported on “Altered Books” programs in Meeteetse and she showed some of their projects.

Approval of Consent Agenda

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

Current Financial Business

Frances reviewed the financials, including:

- Reconciliation Report
- Monthly Budget Report (with one correction on revenue cash carry-over 100% received)

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

Foundation Report

Frances reported on the PCLF endowment and budget. She continues to meet with their board as they determine next year’s budget for library supplies, programming, and collection development. New officers for the Park County Library Foundation are: Nikki Brew, chair; Kim Borer, vice-chair; Kevin Buss, treasurer; Mary Miles, secretary.

Old Business

NWC internship development was discussed with an update from Nickie. There is new interest from the college and Nickie recommended setting up a meeting with Amy Fulton the Academic Career Center Coordinator from NWC.

New Business

The Cody patron idea of “prizes for fines” was discussed. Patrons’ fines will be forgiven during April and May if they bring in a new toy or book for the libraries to use as summer reading prizes. Nickie moved to approve the idea, Lisa Smith seconded, motion passed.

Frances discussed the Ethel Cestnik Bequest with the board and the request to sell the house in the trust. Nickie motioned to approve the consent to purchase document, Lisa Smith seconded the motion. Motion passed and board chair Rachel DeShong signed the document.

The BOCC approved hiring two vacant positions in the library on February 16.

Powell has applicants for the Youth Services position that will be interviewed on March 11.

Cody held interviews for the Reference and Interlibrary Loan Librarian and the position was offered to the in-house candidate Pernel Wilfred.

Discussion was held regarding the FY2017 budget. The chair discussed the serious budget cuts that Park County is facing. The Board of County Commissioners has suggested that while personnel lay-offs are a last resort, we need to expect 8-20% cuts. The county-wide hiring freeze is in place to reduce the entire budget through attrition and elimination of non-essential positions. The board discussed the multiple options and requested that Frances present preliminary numbers at the next board meeting on March 24.

The library board discussed requesting a transfer of \$30,000 of funding from the county for the Meeteetse replacement book fund. PCL has received \$90,000 of the original insurance payment of \$173,000 for the books and materials damaged in Meeteetse. The funds will be held in a Wyoming State Library account for book purchases through Baker & Taylor. The board agreed to have Frances submit the request to the BOCC.

The Board discussed the approval to the Strategic Plan at the next board meeting with a separate work session to be scheduled for action plans in April. The board would like to bring in key staff members to the work session.

Correspondence from Saint Francis Church regarding the death of long-time Meeteetse resident Virginia Dvarishkis was presented. Friends and family have been asked to make donations to the Meeteetse Branch Library in Mrs. Dvarishkis’ memory. The church newsletter was included in the correspondence. Frances will send a thank you letter to the church for informing us and the PCLF will response to each donation as they are received.

Date, time and place of March 2016 meeting:

Thursday, March 24, 4:30 p.m. in the Cody Library Bison Room.

The meeting adjourned at 5:45 p.m.

Rachel DeShong
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant