



1500 Heart Mountain Street
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parkcountylibrary.org

Board of Trustees Meeting
Thursday, April 22, 2010
Meeteetse Branch Library
2107 Idaho Street, Meeteetse, WY 82433

Call to Order

Chairman Jessica Wagner called the meeting to order at 4:23 p.m. Board members present were Pat Stuart, Bruce McCormack, Erin Evans, and Anna Sapp. Library staff members present were Frances Clymer, Marge Buchholz, Lisa Printz, Joanne Patterson, Beth Roberson, and Laura Crossett.

Approval of Minutes

Bruce moved to approve the minutes of the March 2010 meeting. The motion was seconded and passed.

Consent Agenda

Pat noted that Frances and the library staff deserve a great deal of thanks for the statistics, which show that the libraries are a real part of the community and demonstrate lots of community use. The section listing trainings was great, but training does not need to be included in the individual reports. Anna moved to approve the agenda. The motion was seconded and passed.

Current Financial Business

Bruce noted that the self-checks are getting about a hundred uses a day. Frances said that the number is going up and that she will include comparison numbers in the future.

Frances and Pat presented the budget adjustments to the Board of County Commissioners. Commissioner Burke was very complimentary about their presentation, and the numbers have been submitted for the public budget hearing. Commissioner Jill Shockley-Siggins said that all county budgets would be on a flat line for the year. Frances noted that there are expenses that will go up in the next year that are unavoidable.

Bruce noted that it is not yet clear how the cap tax overage money will be spent, although it seems that the library will be getting some. Pat said that the overage money did not come up at all in the meeting. Frances pointed out that at the last meeting, Commissioner Shockley-Siggins said the library might be able to use some of that money but would need to apply for it.

Correspondence and Communications

The library received the following correspondence: a note of thanks for Census using the Bison room, a thank you for Winter Reading programming, a thank you from Diane Stewart for the flowers sent to her by the library as a going-away present, a thank you from Kate Williams for the Grizzly Gathering, thanks for the loan of PA equipment from Sleeping Giant and for David Koch for MCing a program there, a thank you from Knights of Columbus for ad in Buffalo Bill Birthday Ball program, a letter from ATLA encouraging board to join, a letter from the West Park Hospital Foundation asking library to participate in a fundraising blitz by donating a portion of the library's proceeds for a day to the WPH Foundation.

Frances wondered what the board thought of the idea and about the advisability and legality of it. Pat suggested perhaps we could give them a percentage of fine money. Marge said perhaps we could just give a flat donation. Pat and Bruce both thought it would be good for the library to participate. Anna and Jessie asked if we could run this by the county before making a decision. Frances will ask Kelly Jensen. Joanne suggested that we could do something like Food for Fines—ask people if they would like to donate their fines to the hospice for a certain period of time. It was agreed that this was a good idea.

Finally, Frances received a letter from the custodial staff about empty liquor bottles and other items in the women's bathroom near the Park County Archives.

Personnel Issues

Powell Library clerks: Two new people have been hired to work in Powell. Donna Bell will be the new part-time adult services assistant and Diane Desfosses will be the new emergency relief clerk. The Powell staff has been starting to come together as a team, and employees are being cross-trained.

Foundation Report

Erin reported that the Foundation would like to invite the library board to attend their next meeting on Wednesday, May 19 at 6 p.m. in either Grizzly Hall or the Bistro. (The Foundation will hold its business meeting at 5 and reserve time with the library board to talk about how the two entities can work more together.)

Old Business

Bylaws revision: Frances read the proposed revision to Article III, Item 3: "The Chair or his/her designee may represent the library board at all library-related meetings with the Board of County Commissioners." Bruce moved to approve the revision. The motion was seconded and passed.

New Business

Childhood Obesity: Pat noted that the government's anti-obesity program is attempting to get rid of candy machines and soda machines in schools and other places that cater to children. Pat is not happy with the candy machines in the children's department. We should set a good example and create an environment that is healthy and safe. Pat would like to see the library get rid of the candy machine in the children's department. Joanne and Marge said that the machines do bring in a little money and that Holly uses the money to buy things for the children's department. Bruce talked about the insidiousness of pop machines in public schools and how they become important and indispensable revenue streams. Bruce suggested that perhaps the candy could be

replaced with raisins or peanuts or something similar. The new pop machine for the library in Cody will have an option of juice. Frances will discuss possibilities with Holly.

2010/2011 Budget Planning: Frances distributed several different budget scenarios for the coming fiscal year, along with charts showing book and AV circulation over the past seven years and a breakdown of the cost per day of running the Cody library based on current hours, previous hours, and reduced hours.

The contracts with 3M & EnvisionWare will add about \$9000/year. Health insurance costs are expected to go up 30% and the required retirement system contribution will be 14.12% in September. It is not yet known whether the county will cover these added expenses for county employees. Bruce suggested that the library should follow suit with whatever decision the county makes, and Anna agreed.

The county has asked for flat budgets from everyone, but it is not clear whether the flat line applies only to operations budgets or if it includes personnel. Frances talked about the possibilities of using Experience Works and/or Wyoming Work Force Development youth employment workers to fill some positions, as those wages would be fully reimbursed.

Jessie asked about contributions by the Foundation, and there was some discussion of what the Foundation can pay for and what it should pay for. Frances noted that Dennis Spargur had inspected the carpet in Powell and feels that the children's room carpeting is in good shape (it was installed in the late 1990s) and does not need to be replaced, so the Foundation will pay for the carpeting in that part of the library.

Pat wondered if we could submit an operations budget and a personnel budget separately so that the county can see that the operations budget will be flat. Also, she felt that if we have people who really deserve a raise, they should get it.

Anna noted that the cost per item circulated for 2010 was just under \$4. The library provides an excellent value to the public.

An executive session was scheduled for Tuesday, April 27 at 10 a.m.

Date, time, and place of April 2010 meeting: May 20 at 4:15 p.m. at the Bison Room in Cody

The meeting was adjourned at 5:51 p.m.

Frances Clymer
Library Director

Jessica Wagner
Board Chair

Laura Crossett
Meeteetse Librarian