



**Park County Library System  
1500 Heart Mountain Street  
Cody, Wyoming 82414  
Board of Trustees Regular Meeting  
December 15, 2011**

**Call to Order**

Chair Jessica Case called the meeting to order at 4:18 p.m. at the Park County Public Library. Library board members present were Sue Bonner, Anna Sapp and Tanya Lowham. Library staff present were Frances Clymer, Marge Buchholz, Valerie Doyle, and Joanne Patterson.

**Approval of Minutes for November 2011 meeting**

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

**Consent Agenda**

Wyoming State Library is contracting with 3M to be an early adopter of 3M Cloud Library in January 2012. Participating libraries will have access to a shared site offering a collection of e-books.

Concern was expressed for the decline in Bistro patronage. Frances and Andrew discussed this issue. The Bistro is operating in a climate where five new, similar businesses opened in Cody in the last several months.

Anna moved to accept the consent agenda, Sue seconded, motion passed.

**Current Financial Business**

Due to the early date of the board report, financial statements are not prepared. Frances will send them to the board when they are available.

**Correspondence and Communications**

Frances shared a Christmas card; thank you from the Foundation Center for the June workshop and compliments about our work with them; early bird registration notice for the Public Library Association annual meeting (Frances would like to attend); thank yous from Sunset School 1st graders to Holly Baker; and an article about artist Charlie Ringer.

**Personnel Issues**

Powell Search Update: An interview with Cindy Moore will be conducted after the beginning of the year.

**Foundation Report**

The Winter Gathering 2012 poster and flyer were passed around. The theme is western and Friends of the Cody Library are being honored. Don Hardy, author of *Shooting from the Lip*, is the keynote speaker along with Sen. Alan Simpson. Rob Boysen is courting business sponsors and currently has one lined up. Children will receive bandanas; there will be a box social and other activities. The library board will participate in the box social. Coupons will be available to promote the Bistro. To facilitate paying authors, Keven Buss will track sales so

authors will receive a check for payment at the end of the afternoon. Don Hardy will conduct a workshop in writing biographies. Virginia Sprague was asked to conduct a workshop on screenwriting. We will get word to school counselors about the writing workshops.

### **Old Business**

Meeteetse Library Renovation Update: The library moved to temporary quarters over a 4 day period, with operational telephones and computers, and re-opened Monday, Dec. 12. The temporary location was well-received by patrons.

The Friends of the Meeteetse Library event with Craig Johnson was very successful. Four hundred dollars in tickets were sold, the auction made \$3,000; \$100 in donations was received; \$400-\$500 was garnered from the quilt raffle and \$1,000 was offered for a Wiltse dinner.

Powell Library Assessment: We are at a stopping point until Frances receives further direction to get an assessment with the funds currently in hand. We would like to have the Powell branch manager in place. April may be the time to return to the BOCC to request \$15,000 for the kind of assessment that is needed. Anna moved to table the matter until the March meeting then begin planning to approach the BOCC for an additional \$15,000, Tanya seconded, motion approved.

### **New Business**

Preliminary annual audit: Frances presented the preliminary audit from Stine Buss Wolff Wilson. The auditors found no substantial issues.

Set dates for 2012 holidays: Frances presented the proposed 2012 holiday schedule. Holidays included in the schedule were President's Day, Columbus Day and Veterans Day. People assume the libraries are closed those days as are all other county, state, and federal offices, and banks. There is neither custodial support nor building and grounds support on those days. Anna moved to be closed all but President's Day and Veterans Day. Motion amended by Tanya to be closed all but Veterans Day, Sue seconded the amended motion, three in favor, one opposed, motion passed.

Legislative reception: Frances sent an e-mail to board members about the Legislative Reception activities. Anna, Jessie and Tanya will consider attending. If Sue is there, she will attend.

Approve expenditure of Legislative Funds on deposit at State Library to purchase enhancements to the AV collections in Cody, Powell and Meeteetse: The Cody and Powell children's and teen departments are interested in purchasing more Playaways and Playaway Views for circulation, Meeteetse is interested in the Playaway View. Frances would like to use purchase these items with \$2,000 from the \$65,000 that remains in the Legislative Fund account held at the State Library. Anna moved to use the funds, Sue seconded, motion passed.

### **Date, time and place of January 2012 meeting**

Thursday, January 26, 4:15 p.m. at the Park County Public Library.

Meeting adjourned at 5:30 p.m.

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Jessica Case  
*Chair*

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Frances B. Clymer  
*Library Director*

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Joanne M. Patterson  
*Administrative Assistant*