



Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
September 29, 2016

Call to Order

Chair Graham Jackson called the meeting to order at 4:30 p.m. at the Powell Branch Library. Library board members present were Graham Jackson, Brandon Douglas, and Nickie Proffitt. Library staff members present were Frances Clymer, DeAnne Jensen, Faith Johnson, Jo Norlin, Renee Hanlin and Lisa Heimer.

Consent Agenda

Consent agenda included approval of August 2016 minutes, PCLS Monthly Reports, bank statement, check register, bills paid, and correspondence. Brandon Douglas moved to approve the consent agenda, Nickie Proffitt seconded, motion passed.

Branch Manager Updates

Faith Johnson reported that the Powell Library has interviews set up for the Young Adult Services position during the next week. She also mentioned Banned Books Week and the displays throughout the library. DeAnne Jensen reported that Meeteetse held a Roald Dahl celebration. She shared pictures and examples of the games they played. She also shared pictures from the August Art Extravaganza. Frances reported that over 100 people attended the celebration in Cody to honor 40 years of service for Marge Buchholz.

Current Financial Business

Frances reviewed the reconciliation report and the budget reports. Brandon moved to approve the financial reports, Nickie seconded, motion passed.

Park County Library Foundation Report

Frances reported about the continued discussions with the PCLF board regarding their investments and their proposed budget for enhancing library services for the current year. The board suggested that Frances propose instituting a spending policy for the foundation based on a 3 year average of expenses. Frances discussed the status of the bequest from the Cestnik estate.

Old Business

Strategic plan update - Frances is working on developing a library marketing and promotion plan with Virginia Livingston. She discussed library marketing ideas from Kathy Dempsey's *The Accidental Library Marketer*. Frances shared the program evaluation cards that she is developing. Frances also discussed the possible change of the library logo. Nickie expressed

concern that the library may not get a contest entry that they are pleased with as a new logo. The board had some discussion of the logo contest and the idea was tabled until after Frances discusses it with staff, and a possible budget for the contest is discussed with PCLF.

The newly installed security cameras were demonstrated by Frances. The board discussed the issue of blind spots and staff training. There will be a press release about public safety and the installation of new cameras in Cody and Powell.

New Business

Frances briefly discussed an educational webinar that she and Darlene Manning attended regarding library fundraising.

Frances reported that the all-county staff meeting scheduled for October 21 has been changed to October 27 so that we can combine it with and host the WLA virtual conference for Region II Wyoming libraries. The Powell library will be closed all day, the Cody library will reopen at 3:30 pm, and the Meeteetse library will be open during school hours.

Date, time and place of October 2016 meeting

Thursday, October 27, 4:30 p.m. in the Park County Library Bison Room.

The meeting adjourned at 5:32 p.m.

Graham Jackson
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant