



**Park County Library System**  
**1500 Heart Mountain Street**  
**Cody, Wyoming 82414**  
**Board of Trustees Regular Meeting**  
**October 26, 2017**

### **Call to Order**

Chairman Greg Bevenger called the meeting to order at 4:30 p.m. at the Park County Library in Cody. Library board members present were Greg Bevenger, Bobbi Bronnenberg, and Nickie Proffitt; Brandon Douglas and Lisa Smith were absent. Library personnel present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen and Lisa Heimer.

### **Consent Agenda**

Consent agenda included approval of September 2017 minutes, PCLS Monthly Reports, bank statements, check registers, bills paid, and correspondence. Trustee Proffitt moved to approve the consent agenda, Trustee Bronnenberg seconded, motion passed.

### **Branch Manager Updates**

DeAnne Jensen reported on and shared iPad samples of a storyboarding kids' project in the Meeteetse library. Faith Johnson reported on Powell's "Wyoming State Library Snapshot Day" activities. Powell has filled their two openings for part-time pages. The Young Adult Services Coordinator job in Powell is still vacant. Marge Buchholz reported on the recent author talks in the Cody library.

### **Current Financial Business**

September budget report and reconciliation report were reviewed. Trustee Bronnenberg moved to approve the financial reports and Nickie Proffitt seconded the motion, motion passed.

### **Old Business**

The board had a discussion of the Strategic Plan implementation based on the suggestions that came from the June 2017 focus groups. Frances Clymer is developing a document for a "Did you know?" campaign that would highlight things our libraries already provide. Frances is also looking into the idea of way-finding kiosks for Cody and Powell. Greg Bevenger suggested using NWC as a source for help with graphic design and signage. Frances also discussed all the other suggestions from the focus groups. Some suggestions are not going to be implemented or cannot be implemented for various reasons including budgetary constraints. Greg Bevenger asked for a list to be compiled of things that the libraries cannot do because of space, staff, or funding. The board had a lengthy discussion on the suggestion of labeling the children's collection for Accelerated Reading levels or Lexile levels. Frances provided info on how patrons

can access that information in the online catalog. Books in Meeteetse are labeled for AR but books in Cody and Powell are not. The board discussed several ideas on expanding outreach to seniors and adults. They discussed the plan for 'tiny libraries' like the one that was recently installed in Canal Park.

The request for proposals (RFP) for a vendor to provide food service in the Biblio Bistro was discussed. The county attorney's office is currently reviewing the draft RFP which will eventually go to the Board of County Commissioners' for approval before being advertised by the county.

### **New Business**

Frances presented information from the October 2017 Wyoming Library Directors' meeting. One highlight was the announcement that the Sirsi software library checkout system is going to a cloud based server by the end of the year. The staff at the Wyoming State Library will do the conversion of servers without interruption of service to Wyoming libraries.

Frances presented a report on the countywide staff training held on October 20. Anna Sapp from NWC presented a morning workshop on generational differences. Frances surveyed the staff after the meeting and had a wide range of satisfaction reports.

### **Date, time and place of November 2017 meeting**

The next meeting will be one week earlier than usual due to the Thanksgiving holiday and will be held on Thursday, November 16, 4:30 p.m. in the Park County Library in Cody.

The meeting adjourned at 5:25 p.m.

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Greg Bevenger  
*Chair*

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Frances B. Clymer  
*Library Director*

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Lisa Heimer  
*Administrative Assistant*