



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
April 21, 2016**

Call to Order

Rachel DeShong called the meeting to order at 4:37 p.m. Library board members present were Rachel DeShong, Brandon Douglas, Lisa Smith, and Graham Jackson. Library staff members present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen, and Lisa Heimer.

Approval of Consent Agenda

Graham Jackson moved to approve the consent agenda which included the previous meeting minutes, library reports, statistics, bank statements, check registers, bills to be paid, and correspondence. Brandon Douglas seconded the motion; motion passed.

Branch Manager Updates

Faith Johnson reported on the annual Edible Books Contest on April 7. She shared pictures of some of the entries. DeAnne Jensen reported for the Meeteetse Library. Their presentation by author John Davis was a big hit. They collaborated with the senior center for a lunchtime program. DeAnne described the upcoming Downton Abbey Tea Party and fundraiser for Meeteetse to be held on May 7. Marge Buchholz reported that the Cody library also had a nice turnout for John Davis' author talk. Cody Library collected comments on a poster display during National Libraries' Week. Marge shared the comments on "What I love about my library."

Current Financial Business

Frances Clymer reviewed the financials, including:

- Reconciliation Report
- Monthly Budget Report

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

Foundation Report

The next regular quarterly meeting for the Park County Library Foundation is April 26.

Old Business

The library board reviewed the status of the hiring freeze for Park County. The BOCC approved filling the Powell position of Young Adult Services Coordinator earlier this spring. Faith Johnson reported that

the person who she had offered the job to withdrew and therefore the Powell library is still in the process of searching for a candidate.

New Business

The board discussed the funds in the Wyoming State Library interest fund. Frances reviewed current needs of the libraries including security issues. DeAnne and Marge gave input on the recent Homeland Security Training. Brandon Douglas made a motion to approve purchasing the high priority items: panic buttons, security cameras, a tattletale security system and possibly a microfilm reader for Powell from the interest account at the WSL. Lisa Smith seconded the motion and the motion passed. Frances will continue to research the security for Powell and the any new outdoor security cameras for Powell need to be maintained by the Park County Building and Grounds Department. The board held an additional discussion regarding a replacement espresso machine and they reviewed quotes. The machine will be purchased from the equipment and furniture budget.

The board discussed the fact that the Bistro checking account does not earn interest, while the other funds at First National Bank are in an interest bearing account. The board decided the separate accounts are not needed and reporting will be simplified. Brandon Douglas made a motion to close the non-interest bearing Bistro checking account and transfer funds to the library checking account. Lisa Smith seconded the motion; motion passed.

The board decided to hold further discussion on the library strategic plan during the next regular board meeting.

Date, time and place of May 2016 meeting:

Thursday, May 19, 4:00 p.m. at the Meeteetse Library.

The meeting adjourned at 5:55 p.m.

Rachel DeShong
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant