



**Park County Library System  
1500 Heart Mountain Street  
Cody, Wyoming 82414  
Board of Trustees Regular Meeting  
June 22, 2017**

### **Call to Order**

Board Chair, Graham Jackson, called the meeting to order at 4:30 p.m. at the Park County Library in Cody. Library board members present were Graham Jackson, Greg Bevenger, Nickie Proffitt and Lisa Smith. Board member Brandon Douglas was absent. Library staff present were Frances Clymer, Faith Johnson, DeAnne Jensen, and Lisa Heimer. Other guests present were Jo Rodriguez, Sandy Frost and Tara Kuipers.

New incoming library board member Bobbi Bronnenberg was introduced. Frances Clymer noted that Bobbi was appointed for the Cody area and Nickie Proffitt was reappointed to the board for another term to represent the Powell area.

### **Focus Group Update**

Tara Kuipers presented a brief verbal report of the progress that she has made on the focus groups for the concluding phase of the library board's strategic planning. Thus far she has held four of the five planned sessions. The focus groups were held in 90 minute small group discussion sessions. The reactions in all three libraries were similar and she described them as overwhelmingly positive and productive. She reported that patrons value the staff and the relationships that they have with the librarians. She felt some ideas for marketing would be generated from her report. The common answer for what barriers others might have to using the library focused on the fact that many people just do not know what the library has to offer. The last session will be held today (June 22) and Tara will write and submit a report soon after. She will plan to attend the August board meeting for more discussion.

### **Consent Agenda**

Consent agenda included approval of May 25, 2017 minutes, PCLS monthly reports, bank statement, check register, bills paid, and correspondence. Nickie Proffitt moved to approve the consent agenda, Greg Bevenger seconded, motion passed.

### **Branch Manager Updates**

DeAnne Jensen reported on the successful field trip that Meeteetse patrons took to the Powell MakerSpace. Faith Johnson reported on Powell's Summer Reading programs and their increase

in teen participation. Frances Clymer reported on the two performances for children that occurred in June in all three libraries and were funded by the Park County Library Foundation.

### **Current Financial Business**

Frances Clymer reviewed the reconciliation report and the budget reports. Nickie Proffitt moved to approve the financial reports, Greg Bevenger seconded, motion passed.

### **Park County Library Foundation Update**

Frances Clymer reported that the PCLF is funding a new copier for the Powell Branch Library. PCLF is also funding the focus group facilitation fees to Tara Kuipers. Discussion was held regarding the function of the PCLF and the function of the Friends of the Library groups, as well as the library foundation endowment challenge and matching funds that were originally from the Wyoming State Legislature.

### **Old Business**

Greg Bevenger summarized the library budget review with the Park County Board of County Commissioners on June 20. The board held a discussion on the total budget shortfall that is a result of projected lower cash carry-over from the current year. They also discussed concerns voiced by the BOCC about the overall costs associated with the Biblio Bistro and suggestions that the Bistro operation be modified to increase revenue and cut food costs. The board decided to move forward with the vision of the Bistro and continue to review options in future meetings.

### **New Business**

The board read and discussed an anonymous complaint about a book in the Powell Library. Since the complaint was unsigned no further reply or action was deemed necessary.

Two members of the Powell Friends of the Library addressed the board and reviewed their progress and interest in building a new Powell library. Frances Clymer reviewed the Park County Library Foundation's interest in securing grant funding for land or a building purchase.

Graham Jackson requested future discussions of the strategic plan including Bistro vision and the Powell Library project be added to the agenda as a regular occurring bullet point in old business. Graham Jackson also requested the topic of payroll disparities with regard to the county system and wage adjustments be added to future business for the new board.

A farewell proclamation was read and presented to Graham Jackson for her three years of service to the Park County Library Board.

### **Date, time and place of the next meeting:**

Thursday, July 27, 4:30 p.m. in the Park County Library Bistro.

The meeting adjourned at 5:45 p.m.

---

Nickie Proffitt  
*Vice-Chair*

---

Frances B. Clymer  
*Library Director*

---

Lisa Heimer  
*Administrative Assistant*