



Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
April 28, 2015

Call to Order

Chair Jessica Case called the meeting to order at 4:30 p.m. at the Park County Library in Cody. Library board members present were Jessica Case, Rachel DeShong (by telephone), and Graham Jackson. Library staff members present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen, and Lisa Heimer. Lee Livingston, liaison from BOCC, was also present.

Consent Agenda

Consent agenda included approval of March 26, 2015 minutes, PCLS Monthly Reports, PCLS statistics, bank statements, checkbook registers, bills paid, and correspondence. Graham moved to approve the consent agenda, Rachel seconded, motion passed.

Branch Manager Updates

Faith Johnson reported that the Powell Library collected comment cards during National Libraries Week. For Cody, Marge Buchholz reported that they collected responses to the question “What do you love about the library?” She also reported on upcoming library programs including Jeff Troxel. DeAnne reported for Meeteetse on the success of the Humanities Council Program by Pat Stuart.

Current Financial Business

Frances reviewed the reconciliation report and the budget reports. Graham moved to approve the current financial business, Rachel seconded, motion passed.

New Business

The Internet Use Policy and practices were discussed. The board discussed the request to filter content on the public computers near the DVD/AV area in the Cody library, and the director reported that the Sonic Wall software is now in place for Cody on all computers except one research computer near the reference desk and the Planetree reference computers. In Powell one computer will remain unfiltered, and all the computers in Meeteetse will have the filtering software. The board agreed to change the wording in the Internet Use Policy (line 24) from “Avoid accessing any material that is obscene...” to “Users are prohibited from accessing any material that is obscene...” Black-listing and white-listing of particular websites was discussed.

as well as the issue that IT staff would need to continually monitor Sonic Wall and possibly implement other software.

Frances reported on the April library directors' meeting in Buffalo. She reviewed some possible changes in employment law regarding salaried employees, insurance issues, Material Safety Data Sheets (MSDS), and job descriptions for volunteers.

Old Business

The strategic planning current trends discussion was postponed until May. Question of the week results were discussed and the board agreed that there would not be new questions for the summer months.

The budget to be submitted to the Board of County Commissioners for their May 1st deadline was reviewed. Graham motioned to approve the budget as submitted, Rachel seconded the motion, and the motion passed.

Date, time and place of May 2015 meeting

Thursday, May 28, 4:00 p.m. in the Meeteetse Library

The meeting adjourned at 5:23 p.m.

Jessica Case
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant