



Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
February 24, 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, Anna Sapp, and Nickie Proffitt. Library staff members present were Frances Clymer, Marge Buchholz, DeAnne Jensen, Faith Johnson, and Lisa Heimer.

Consent Agenda

Consent agenda included approval of January 22, 2015 minutes, PCLS Monthly Reports, PCLS statistics, bank statements, check registers, bills paid, and correspondence. Anna moved to approve the consent agenda, Rachel seconded, motion passed.

Branch Manager Updates

DeAnne Jensen reported that the Meeteetse Library had hosted a very successful author talk by Pat Stuart. Marge Buchholz reported that Pat Stuart's presentation in Cody had also been well received and that there are several more author talks coming up this year including one by Norma Rudolph. Faith Johnson reported that the Powell library server will be moved soon, however Chris needs to move it when both libraries are closed.

Current Financial Business

Frances reviewed the reconciliation report and the budget reports, including explaining current credit card fees. Anna moved to approve the current financial business, Rachel seconded, motion passed.

Foundation Report

Nickie attended the last Park County Library Foundation meeting and recapped their discussion of strategic planning. Frances reported that the foundation has met the endowment challenge fundraising goal and is ready to send in the last payment for matching funds.

Old Business

Strategic Planning discussion included a recap by Sarah Steinbacher of the survey at Winter Gathering. Frances discussed maker spaces as the current trends topic. Anna will be attending a Fab Lab conference in March and will report back in April. Frances reported on two recent planning webinars that she had attended. Discussion was held regarding continuing to survey library patrons through an ongoing process of short questions answered via marble jars or posters

with stickers. Managers were asked to implement the idea with signage saying, “Tell us what you think.”

New Business

Budget planning for FY2016 was discussed, and Frances presented a draft budget with a 4% reduction for the board members to review. Discussion will continue next month. The final budget should be turned in May 1.

Allocations to state purchasing pool accounts: Anna moved to deposit the following amounts into the Wyoming State Library accounts: \$30,000 Cody books, \$20,000 Powell books, \$2,000 Meeteetse books, \$5,000 AV materials. Rachel seconded the motion and the motion passed.

Frances discussed the health insurance increased costs and the ACA training that was held earlier in February by Eric Deeg, the USI employee benefits consultant for the county.

Date, time and place of March 2015 meeting

Thursday, March 26, 4:30 p.m. in Park County Public Library Bison Room.

The April meeting will be changed from the regular date to Tuesday, April 28, 4:30 p.m. in Park County Public Library Bison Room.

The meeting adjourned at 6:01 p.m.; the board went into executive session which adjourned at 6:35 p.m.

Jessica Case
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant