



Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
November 16, 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, Lisa Smith and Nickie Proffitt; Brandon Douglas was absent. Library personnel present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen and Lisa Heimer.

Consent Agenda

Frances read correspondence from a presenter and a summer reading patron. Consent agenda included approval of October 2017 minutes, PCLS Monthly Reports, bank statements, check registers, bills paid, and correspondence. Trustee Smith moved to approve the consent agenda, Trustee Proffitt seconded, motion passed.

Branch Manager Updates

DeAnne Jensen reported on giving out the refurbished laptops that Marathon had donated when they closed the Cody office. Faith Johnson reported on Powell's Halloween activities. Marge Buchholz reported on the recent Wyoming Retirement System seminars in Cody.

Current Financial Business

October budget report and reconciliation report were reviewed including interest accounts, operations account and the checking account. Trustee Proffitt moved to approve the financial reports and Trustee Smith seconded the motion, motion passed.

Old Business

Bistro RFP Update: The request for proposals (RFP) for a vendor to provide food service in bistro will be reviewed in the December 5 Park County Commissioners' meeting.

New Business

Factors that limit some services: Frances led a discussion on the limiting factors for the libraries that were identified in the focus groups and strategic plan. The group discussed how the limitation of funding directly limits hours, staffing, wages, and collections. The space limitations are specific to Meeteetse and Powell. Powell's biggest space need is a teen space. Meeteetse needs a meeting room space. Newer technologies are also limited. In Cody the library has had requests for more computers and/or a computer lab. This generated the idea of a computer lab on

a cart that could be set up in Grizzly Hall. Other tech interests or requests include faster computers, a more child-friendly online catalog, and 3-D printers. Frances discussed the challenge of geography and distance between libraries creating a limitation on continuing education and staff development. The board discussed prioritizing limitations by importance and adding a supplemental document to the strategic plan. Marketing was also discussed as part of the strategic plan.

Frances gave a library foundation update. Their annual Winter Gathering event will be January 20. The foundation has created their current budget and is instituting a spending policy for the returns from the endowment.

Approval and signing of bank Pledged Securities Agreement for First Bank of Wyoming: Trustee Proffitt moved to approve and Trustee Smith seconded the motion, motion passed.

Frances Clymer requested approval of library closure for Saturday, December 23 through Monday, December 25. Trustee Proffitt moved to approve and Trustee Bronnenberg seconded the motion, motion passed.

Date, time and place of December 2017 meeting:

Thursday, December 28, 4:30 p.m. in the Park County Library in Cody.

The meeting adjourned at 5:30 p.m.

Greg Bevenger
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant