



**Park County Library System  
1500 Heart Mountain Street  
Cody, Wyoming 82414  
Board of Trustees Regular Meeting  
April 26, 2018**

### **Call to Order**

Chairman Greg Bevenger called the meeting to order at 5:30 p.m. at the Park County Library in Cody. Library board members present were Greg Bevenger, Nickie Proffitt, Bobbi Bronnenberg, Lisa Smith and Brandon Douglas. Library personnel present were Frances Clymer, Marge Buchholz, Faith Johnson, DeAnne Jensen and Lisa Heimer. BOCC liaison Jake Fulkerson was absent. One guest was present.

### **Consent Agenda**

Consent agenda included approval of March 27, 2018 minutes, PCLS monthly reports, statistics, bank statements, check register, bills paid, and correspondence. After discussion of questions on telephone bills paid and circulation statistics reports, Trustee Douglas moved to approve the consent agenda, Trustee Smith seconded, motion passed.

### **Branch Manager Updates**

Faith Johnson reported on the Edible Books Contest in Powell, as well as 'Sticky Note Art' teen program and summer reading fundraising and planning. DeAnne Jensen shared a bulletin board that was used as a passive program during National Library Week in Meeteetse and reported on the Meeteetse Library Friends cookbook fundraiser project. Marge Buchholz reported that the Cody Friends of the Library group is purchasing more shelving for the DVDs and audiobooks from the proceeds of their last large book sale. The Friends are also funding a historical fashion show event in June.

### **Foundation Update**

Frances Clymer reported that the Park County Library Foundation is working on applying for a grant for a natural play-yard including a wind sculpture, logs, boulders and stepping stones to be installed outside the children's department in the Cody library.

### **Current Financial Business**

The board reviewed the March budget report and the March reconciliation report. Trustee Proffitt moved to approve the current financials and Trustee Smith seconded the motion, motion passed.

### **Old Business**

FY2019 Budget: The board discussed past budget cuts in books, audio visuals and technology budgets and reviewed year to date spending from restricted funds at Wyoming State Library. The

board discussed the library's restricted and unrestricted cash reserve. The board reviewed year to date spending from end of April 2018 estimated budget worksheet. The board reviewed several salary budget scenarios for FY2019 including calculations based on a factor of 1% while acknowledging that the clerk's office does not yet know what percentage COLA the BOCC will factor in to FY2019 county employee wages.

The board discussed the budget process and potential timeline as well as the May 1 deadline for the first draft to be submitted to the Park County Clerk.

**New Business**

Bistro Survey: The board reviewed the partial results to date on the bistro survey. They will review again when the survey is complete. Board members discussed holding the Bistro budget numbers at \$0 for the first draft of the budget and until further decisions have been made.

**Executive Session**

The board went into executive session at 8:12 pm and they returned from executive session at 9:00 pm.

Nickie Proffitt moved to approve the budget numbers discussed in executive session including a freeze on the director's salary. The board asked Frances to write a narrative and presentation for the BOCC describing the rationale for the \$0 Bistro budget, the request for restoration of the collection development budget to FY2017 levels, and the request for library employees' wages to match the county grade and step program and any additional COLA for the FY2019 year. Brandon Douglas seconded the motion, and the motion passed.

All other business was tabled until the next meeting.

The meeting adjourned at 9:13 p.m.

**Date, time and place of next regular board meeting:**

Tuesday, May 22, 4:45 p.m. in the Park County Library in Meeteetse.

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Greg Bevenger  
*Chair*

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Frances B. Clymer  
*Library Director*

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Lisa Heimer  
*Administrative Assistant*