



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
July 19, 2018**

Call to Order, Roll Call and Introductions

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, Bobbie Bronnenberg, John Gordnier, and Robin Heinen. Library personnel present were Frances Clymer, Faith Johnson, DeAnne Jensen, Marge Buchholz, and Lisa Heimer. Board member Nickie Proffitt was absent as well as BOCC liaison Jake Fulkerson.

Election of Officers

Greg Bevenger moved to approve the following slate of officers, Bobbie Bronnenberg seconded the motion and the motion passed.

Chair – Greg Bevenger
Vice-Chair – Nickie Proffitt
Secretary – Robin Heinen
Co-Treasurer – Bobbie Bronnenberg
Co-Treasurer – John Gordnier

Set day and time of meetings for FY 2019

Trustee Bronnenberg moved that the library board meet the 4th Thursday of each month at 4:30 p.m. in Bison Room at the Park County Public Library with the following exceptions: the September meeting is in Powell; November meeting moved to November 15; December meeting moved to December 20; the July meeting is in Meeteetse. Trustee Gordnier seconded, motion passed.

Approval of Official Bank for FY 2019

Trustee Bevenger moved to retain First Bank of Wyoming, Trustee Bronnenberg seconded, motion passed.

Approval of Media Outlets for FY 2019

Trustee Bevenger moved to continue with the Powell Tribune, Cody Enterprise, Big Horn Radio Network, Meeteetse Bulletin, and Wyoming Public Radio. Trustee Gordnier seconded, motion passed.

Formal Adoption of the FY 2019 Budget

The board discussed the list of changes and shortfalls in the funding from Park County. Items that were not funded in the county budget were the Compensation Study (\$15,000), the Meeteetse book budget (\$4,250), the technology infrastructure funding (\$12,700), and part of Audio Visual materials budget request (\$2,000). The BOCC also requested that the cash available include the amount on deposit in the WSL interest account which was estimated to be \$17,847.59 (\$17933.19 actual end of year). Chairman Bevenger requested that the library monthly budget summaries have 3 separate lines to show cash carried over from FY2018 (approximately \$63,732.46), from the cash contributed to the FY2019 budget from the WSL interest account (\$17,933.19), and cash held for operations (\$160,000.00). The board requested that Park County Library Foundation be asked for funding the Compensation Study and Plan. Meeteetse books, AV materials, and technology infrastructure bills will be paid for from corresponding funds on deposit at the Wyoming State Library (2411 03L MAT, 2411 ALL A/V, 2411 01L TEC). The library board requested a summary document in addition to the monthly reconciliation statements that shows a budget for spending from WSL funds and a running year-to-date total spent from those accounts. This report would outline the restricted funds at WSL as supplemental sources of funding that will support the materials and technology expenses for FY2019 and show estimated year end balances. Chairman Bevenger also requested a summary statement for FY2017 and for FY2018 for historical purposes since there was no county funding available for books or AV material in FY2018 and all of those purchases were made from restricted funds. Greg Bevenger made a motion to formally adopt the FY2019 library budget, Robin Heinen seconded motion passed.

Consent Agenda

Consent agenda included approval of May 22, 2018 minutes, PCLS monthly reports, statistics, bank statements, check register, bills paid, and correspondence. Trustee Gordnier moved to approve the consent agenda, Trustee Bronnenberg seconded, motion passed.

Branch Manager Updates

Faith Johnson reported on the Summer Reading in Powell and presented pictures from several of their special programs including a very successful music in the park program, the book-face challenge, and teen trivia. DeAnne Jensen shared a picture of the new Meeteetse Friends Book Share Box (Little Free Library) at the Meeteetse Visitor Center and she reported on the end of summer reading party which had taken place that afternoon. Marge Buchholz reported on the recent comments and interest in the bistro, as well as a healthy-heart brochure and display that a local medical student has worked up and brought to the library. Frances Clymer reported on the upcoming programs in the Cody library including the very popular Wyoming author Craig Johnson, and internationally known children's author Jan Brett.

Current Financial Business

The board reviewed the June budget report and the June reconciliation report. Trustee Heinen moved to approve the current financials, and Trustee Gordnier seconded the motion, motion passed.

Foundation Update

Frances Clymer reported about the progress of the natural play-yard for the Cody children's outdoor play area.

Old Business

Bistro Survey- The board discussed the bistro survey which was shared with the BOCC at the end of May. Frances will send copies to the 2 new board members for futures longer discussion in the coming months.

Board Self Evaluation Scheduling and Library Director Evaluation Scheduling- Chairman Bevenger suggested postponing evaluations for 6 months. No action was taken.

New Business

Request for reconsideration of the DVD *Shape of Water* in Powell Library – The board discussed the request for reconsideration and where the item is located in the library. Greg Bevenger made a motion to have the DVD remain available in the collection, Trustee Gordnier seconded the motion and the motion passed.

Chairman Bevenger made a motion to remove previous treasurer Lisa Smith from the signature card on First Bank of Wyoming account, and to add new treasurers Bobbie Bronnenberg and John Gordnier. Trustee Bronnenberg seconded the motion, motion passed.

The meeting adjourned at 6:35 p.m.

Date, time and place of next regular board meeting:

Thursday, August 23, 4:30 p.m. in the Park County Library in Cody.

Greg Bevenger
Chair

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant