



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
January 23, 2020**

Call to Order, Roll Call

Chair John Gordnier called the meeting to order at 3:37 p.m. at the Park County Library in Cody. Library board members present were John Gordnier, Geoff Baumann, Bobbie Bronnenberg, Nickie Proffitt and Bethany Taylor. Library personnel present were Frances Clymer, Lisa Heimer, Faith Johnson, Nicholle Gerharter, and Linda Seaton. BOCC liaisons Dossie Overfield and Jake Fulkerson were present. There were no guests.

John Gordnier introduced the new Cody Library Manager, Nicholle Gerharter, to the other library board members.

Consent Agenda

Consent agenda included approval of the regular meeting minutes from December 19, 2019, PCLS reports, PCLS statistics, bank statement, check register, bills paid January 2020, and correspondence. Trustee Taylor moved to approve the consent agenda, Trustee Proffitt seconded, motion passed. The board had a brief discussion about the current balance in the library checking account. The second half of payment from the Park County Clerk was deposited today, January 23. Chair Gordnier made clear that because of giving back half of the library cash reserve next year the library will need the second half of the county funding to be issued in December in order to meet January 5 and January 20 payrolls. This was noted and requested in a letter to the BOCC in the fall of 2019.

Branch Manager Updates

Linda Seaton reported on future Meeteetse library programming including a Social Security program. Faith Johnson no report and Nicholle Gerharter no report.

Current Financial Business

Frances Clymer reviewed the reconciliation report and budget report for December. Frances confirmed that there was no interest income from the Wyoming State Library accounts until further notice. Frances reviewed the budget report and there was discussion about changing wholesale vendors for some of the book purchases as well as a discussion about continuing Hoopla electronic services. Trustee Taylor made the motion to approve the current financials with corrections noted to the book spending lines as presented on the screen version of the budget report, Trustee Baumann seconded, motion passed.

Park County Library Foundation Update

Frances Clymer circulated the Winter Gathering schedule of events for Saturday, September 25. She also described the workshops and other events.

Old Business

The board discussed the Point Café and Frances reported that Virginia Scott is contracted to provide the cookies, and beverages for the Winter Gathering. She will be selling a light lunch. She will be opening fully in another week. Commissioner Fulkerson asked that the café be treated like any other tenant and requested that library staff have the café owner direct maintenance questions or concerns directly to county employees rather than library employees.

New Business

The board reviewed the job description for the reference assistant. Frances will make a few edits to the wording. The board agreed to change the position to up to 29 hours per week. The board held a discussion about getting approval to shift hours and to fill jobs with the two commissioners. Chair Gordnier plans to update the BOCC on the cost savings from the job position changes at the next quarterly meeting with the BOCC.

Geoff Baumann updated the board on the momentum of the Powell Library Task Force. After discussion with the commissioner liaisons, Frances suggested that the Task Force meet with the BOCC in late March when legislative session has ended.

Frances Clymer reported on the failing health of long-time employee Maggie Sullivan and that she is on sick leave and will soon enter hospice. Trustee John Gordnier asked that Frances draft a letter to Maggie Sullivan to honor her service to the library system, and also let the public know. Frances will work with Powell Library Manager Faith Johnson to craft the letter. It will also be sent to the Cody and Powell newspapers.

Executive Session per W.S. 16-4-405 (a)(x)

The board entered executive session at 4:55 pm.

The board returned from executive session at 5:10 pm.

There was a motion and a second to approve the promotion of Eileen Hopkins-Gallis to the AV and periodicals assistant position; motion passed.

There was a motion and second to approve \$10.00 per hour as the entry level base pay; motion passed.

Date, time and place of next regular board meeting: Thursday, February 27, 3:30 p.m. in the Cody library Bison Room.

The meeting adjourned at 5:15 p.m.

John Gordnier
Trustee

Frances B. Clymer
Library Director

Lisa Heimer
Administrative Assistant