



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Special Meeting
April 29, 2021**

Call to Order and Roll Call

Chair Stuart called the meeting to order at 3:35 p.m. at the Park County Library in Cody, and via Zoom call. Library board members present were Geoff Baumann, Lee Haines, and Pat Stuart. Trustee Taylor and Trustee Hatfield were absent. Library personnel attending were Karen Horner, Lisa Heimer, Faith Johnson, Linda Seaton, Leslie Tribble, and Nicholle Gerharter. Guests included County Commissioner Dossie Overfield.

Approval of the Agenda

The agenda was accepted as distributed.

Approval of Minutes

The April 22, 2021 regular meeting minutes were accepted as distributed.

Old Business

Powell Library Architect Submissions- Director Karen Horner stated that the interviews with the three architect applicants for the Powell Library Remodel will occur on May 14. Brian Edwards has a checklist for rating the firms that the selection committee will use to rate the RFP applicants. No action was taken.

FY2021 Budget Discussion – Director Horner reviewed the proposed budget numbers. Trustee Haines made a motion the approve the budget request. The motion was seconded and following discussion the motion passed.

The board entered Executive Session at 4:10 pm.

The board returned from Executive Session at 4:25 pm.

Employee Grade/Step – Director Horner discussed possible plans for the grade and step implementation from the wage study done by Public Sector Personnel Consultants. The board requested a written proposal for a policy at a future board meeting.

New Business

Employee Handbook Final Approval- The Park County Library Employee Handbook final corrections were discussed. Trustee Haines made a motion to approve and sign the document with corrections. The motion was seconded, and the motion passed.

ARPA Funds for our libraries – Director Horner is representing medium-sized public libraries on the Wyoming State Library Task Force for ARPA Funding. No decisions have been made. The group is in the planning and meeting phase. Funds cannot be spent for vehicles or infrastructure projects. Horner will keep the board informed on how the State Library decides to use the funding.

The meeting adjourned at 4:47 pm.

Date, Time and Place of Next Regular Board Meeting: Thursday, May 27, 3:30 p.m. in the Cody Library and via Zoom.

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Pat Stuart	Karen Horner	Lisa Heimer
<i>Chair</i>	<i>Library Director</i>	<i>Recording Secretary</i>