



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
July 22, 2021 3:30 pm**

Call to Order and Roll Call

Chair Stuart called the meeting to order at 3:38 p.m. at the Park County Library in Cody and via Zoom. Library board members present were Pat Stuart, Geoff Baumann and Lee Haines. Trustee Taylor and Trustee McMahill were absent. Library personnel attending were Karen Horner, Lisa Heimer, Faith Johnson, Leslie Tribble, and Nicholle Gerharter. County Commissioner Liaisons Scott Mangold and Dossie Overfield were present.

Adopt Agenda

The agenda was accepted as presented.

Approval of Minutes

The minutes from June 24, 2021 were accepted as presented.

Consent Agenda

Trustee Haines made a motion to approve the consent agenda which included all library reports, statistics, bank check registers, bank statements, and bills paid for June 30, July 5 and June 20. The motion was seconded, and the motion passed.

Financial Business

The board received a briefing on the reconciliation report and budget report for June 2021. Trustee Haines moved to approve the financials. The motion was seconded, and it passed.

Library Director's Report

Director Karen Horner reported on recent activities and library plans for the summer. Summer Reading finished in Powell and Meeteetse this week. Karen visited the libraries in Johnson and Sheridan County at the end of June. The Wyoming Service Corp worker will start on August 9. The library is doing an outreach table at the Park County Fair in Powell. PCLF is advertising for additional board members.

Old Business

New 30 Step Pay Plan and Retirement Contribution – Trustee Baumann motioned to approve the Park County July 2021 30-step pay plan with the 50 cent COLA, and to implement the 0.5% employee

contribution to the Wyoming Retirement System Public Employees' Pension Plan. The motion was seconded and the motion passed.

Executive Session – The board entered executive session at 4:00 pm. The board returned from executive session at 4:12 pm.

Trustee Haines made a motion too approve the step increases discussed in Executive Session. The motion was seconded and the motion passed.

Emergency Paid Sick Leave – Following a discussion Trustee Baumann made a motion to extend the Emergency Paid Sick Leave until December. The motion failed to get a second. The EPSL will be removed as of today.

Powell Library Architect Contract Update

Director Horner reported on the changes to the contract from County Attorney Skoric, and her correspondence with GSG Architects as of today.

New Business

Election of officers

Trustee Haines made a motion to elect the following slate of officers:

Lee Haines – Chair

Pat Stuart – Vice-Chair

Bethany Taylor – Treasurer

Geoff Baumann – Secretary

AnnMarie McMahill – Foundation Liaison

Trustee Baumann seconded the motion and the motion passed.

Trustee Baumann made a motion to add the new chair, Lee Haines, to the bank account and to remove Pat Stuart. The motion was seconded and the motion passed.

Trustee Baumann made a motion to set the meeting schedule for FY2022 as the fourth Thursday of the month at 3:30 pm except for November and December when meetings will be the third Thursday. The motion was seconded and the motion passed.

Trustee Stuart made a motion to retain First Bank of Wyoming as the official bank for FY2022. The motion was seconded and the motion passed.

Trustee Stuart made a motion to no longer require selection of official media outlets. Special meeting notices will be posted in each library and on the website.

Formal Adoption of the FY 2022 Budget

Trustee Baumann moved to accept the FY 2021 budget, Trustee Stuart seconded the motion and the motion passed.

Date, Time and Place of Next Regular Board Meeting: Thursday, August 26, 3:30 p.m. in the Cody Library Grizzly Hall and via Zoom.

Meeting Adjourned at 4:52 pm.

Pat Stuart

Chair

Karen Horner

Library Director

Lisa Heimer

Recording Secretary