



**Park County Library System  
1500 Heart Mountain Street  
Cody, Wyoming 82414  
Board of Trustees Regular Meeting  
October 21, 2021 3:30 pm**

### **Call to Order and Roll Call**

Pat Stuart called the meeting to order at 3:34 p.m. at the Park County Library in Cody and via Zoom. Library board members present were Geoff Bauman, Paul Fees, AnnMarie McMahill, Pat Stuart, and Bethany Taylor. Library personnel attending were Karen Horner, Lisa Heimer, Faith Johnson, Linda Seaton, Leslie Tribble and Nicholle Gerharter. County Commissioner Liaisons Dossie Overfield and Scott Mangold were present.

### **Introduction**

Trustee Fees was introduced as a new board member. He replaced Lee Haines and will fill the end of the term through June 30, 2023.

### **Adopt Agenda**

The agenda was accepted as presented.

### **Minutes**

Trustee Baumann made a motion to approve both the September 23, 2021 Regular Meeting Minutes and the September 30, 2021 Special Meeting Minutes. The motion was seconded, and the motion passed.

### **Consent Agenda**

Trustee Fees made a motion to approve the consent agenda which included library reports, statistics, September bank statements, and Bills Paid for October. The motion was seconded, and the motion passed.

### **Financial Business**

September financial reports were not available. They will be reviewed in the November meeting.

### **Library Director's Report**

Director Karen Horner reported on the recent activities for the library including the ribbon cutting for the StoryWalk outside the Park County Complex in Cody. The Wyoming Library Association (WLA) conference was virtual this month, and many staff were able to view live or recorded sessions. Karen also attended a virtual outreach conference in October. The Powell Murder Mystery fundraiser is this weekend on Saturday, October 23.

Horner discussed her work on policy updates and the need to review many policies including collection development and circulation policies. She updated the board on the library collection issues and requests for reconsideration in Campbell County.

### **Foundation Update**

The annual appeal letters for PCLF are being mailed out this month with a focus on funds for the Powell Library Project. PCLF will meet again in November.

### **Old Business**

#### **Policy Manual Update**

The board discussed the draft of a proposed Circulation Policy. No action was taken.

### **New Business**

#### **Point Café Update**

The board discussed the café space. The Point Café owner has ended the lease and moved out. The library will have the dining room open for general seating and meeting use. Building and Grounds has had one inquiry from a new potential tenant.

#### **Staffing Update**

Director Horner distributed a document describing an Outreach Specialist Position as a possible new position for PCLS. The board held a discussion of the merits of adding the position. By consensus the board agreed to hear further details in the next meeting.

#### **Powell Library Architect Update**

Director Horner updated the board on the status of the GSG contract. GSG will meet in person Friday October 22 at 1 pm in the Powell Library.

#### **Powell Library Scope of Work**

Trustees discussed a list of items and priorities for the Powell project.

#### **Powell Capital Campaign**

Chair Stuart gave information about options for fundraising. The board discussed various strategies including subcommittees. Trustee Baumann made a motion to table the discussion on capital campaign fundraising. The motion was seconded and the motion failed. Trustee Baumann made a motion to hold a board work session following the initial in-person meeting with GSG Architects. The motion was seconded and the motion passed. The work session will be held in November. The date and time will be determined later.

#### **Policy Updates**

Director Horner requested further discussion of the Circulation Policy. Geoff Baumann made a motion to accept the new policy statement, the motion was seconded. After further discussion the motion failed. One punctuation change was made to the draft. The policy will be added to the agenda for the next meeting to allow more time for trustees to review and comment.

**Date, Time and Place of Next Regular Board Meeting:** Thursday, November 18, 3:30 p.m. in the Cody Library and via Zoom.

**Meeting Adjourned at 5:05 pm.**

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Pat Stuart

*Chair*

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Karen Horner

*Library Director*

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Lisa Heimer

*Recording Secretary*