



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
January 28, 2022 3:30 pm**

Call to Order and Roll Call

Chair Pat Stuart called the meeting to order at 3:32 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, Roseanne Spiering, Leslie Tribble, and Nicholle Gerharter. County Commissioners Scott Mangold and Dossie Overfield were present.

Approval of Agenda

The agenda was adopted as presented.

Minutes

Trustee Baumann made a motion to approve the December 16, 2021 regular meeting minutes. The motion was seconded, and the motion passed.

Consent Agenda

Trustee Taylor made a motion to approve the consent agenda which included library reports, statistics, bank statements, November and December check registers, bills paid for January, and correspondence. The motion was seconded, and the motion passed.

Financial Business

The reconciliation reports and budget reports for November 2021 and December 2021 were reviewed. Trustee Taylor made a motion to approve the financials for both months, Trustee Fees seconded the motion and the motion passed.

Library Director's Report

Director Karen Horner gave recent highlights of outreach activity from her director's report. The café is planning to open slowly starting next week.

Foundation Update- Karen Horner attended the PCLF (Park County Library Foundation) January regular meeting and the committee meeting for the Winter Author Fest. The Author Fest will be Saturday, February 26. The Foundation is working on purchasing an outreach van for the library system. It may take 8 months or more for the van to arrive. The board discussed suggestions for urging Powell residents to join the Foundation. Trustee McMahill and Director Horner will follow up on membership recruitment from the Powell area.

Old Business

Powell Library Fundraising Position– The board discussed hiring a new position for running the capital campaign. Trustee Fees met with several people for ideas. The board discussed options and plans. No action was taken.

Powell Library GSG Update – The board held discussions on the most recent program file sent from GSG. A new tri-fold document for promoting the Powell Library Project was circulated and added to the board documents folder.

Strategic Plan- Library employee, Roseanne Spiering presented information on strategic planning for libraries. The board discussed staff input on the next version of the PCFL plan. Director Horner will survey staff and narrow down the scope of the goals to 2-3 priorities.

New Business

Holiday Closures 2022 – Trustee Fees made a motion to approve the closure of the libraries on Saturday July 2, 2022. The motion was seconded, and the motion passed.

Staffing Update – Director Horner reviewed the recent changes in staff. Pam Smith retired, and Roseanne Spiering was promoted to that position. Cody is in the process of filling Roseanne’s library assistant position. Powell Library hired for the half-time teen/young adult library assistant position. Powell has another current vacancy, and that position is being reviewed before being filled. The library assistant position for Meeteetse is still being covered by provisional employee and it is also being reviewed. The county-wide outreach position will be opened in late February or March.

Executive Session per WY Stat 16-4-405 (a)(ii) – Trustee Taylor made a motion to move to executive session. The board entered executive session at 4:49 pm. The board returned from executive session at 5:17 pm. No action was taken.

Date, Time, and Place of Next Regular Board Meeting: Thursday, February 24, 3:30 p.m. in the Cody Library and via Zoom.

Meeting Adjourned at 5:18 pm.

Pat Stuart

Chair

Karen Horner

Library Director

Lisa Heimer

Recording Secretary