



**Park County Library System  
1500 Heart Mountain Street  
Cody, Wyoming 82414  
Board of Trustees Regular Meeting  
November 17, 2022, 2:00 pm**

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

Chair Stuart called the meeting to order at 2:05 p.m. at the Park County Library in Powell and via Zoom. Library board members present were Pat Stuart, Geoff Baumann, Jolene Reekers, Paul Fees, and Gary Warner. Library personnel attending were Karen Horner, Lisa Heimer, Faith Johnson, Nicholle Gerharter, Linda Seaton and Shelly Waidelich. County Commissioner Liaison Overfield was present, and Commissioner Liaison Scott Mangold was absent.

### **Approval of Agenda**

The agenda was adopted as presented.

### **Minutes**

Trustee Warner made a motion to approve the October 27, 2022 regular meeting minutes. The motion was seconded, and the motion passed.

### **Consent Agenda**

Trustee Baumann made a motion to approve the consent agenda which included all library reports, statistics, bank statements, check register, and bills paid. The motion was seconded, and the motion passed.

### **Financial Business**

The reconciliation report and budget report were reviewed. Trustee Warner made a motion to approve the financials, the motion was seconded, and the motion passed.

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

Director Karen Horner reported on recent library outreach with the new van and the upcoming ribbon cutting ceremonies in Cody and Powell. Horner attended the annual Wyoming Library Directors' Retreat in Worland and Thermopolis. Staff will be working on a library system annual report. In January there will be a partial day library closure for active shooter and emergency preparedness training from Homeland Security. The strategic plan program facilitator will start working with our library board and staff in the next few months to update our last plan. Horner addressed the recent patron complaint regarding children bumping into elderly adults in the Powell Library.

**Foundation Update** - Trustee Reekers reported that PCLF is working on the Winter Author Fest with a new date of February 4, 2023. The annual appeal letter is being drafted and will include a color trifold brochure.

**Staff Update** – Shelly Waidelich updated the board on the monthly activities in the Cody Teen department, her work with senior outreach, and the library teen homeschool program.

## **Old Business**

### **Powell Library Rebuild Project Updates–**

- Action from today’s work session: Trustee Warner made a motion for Geoff Baumann to be the board member responsible for working with the architects in the design development phase. Discussion included Baumann representing the board when contacting GSG and the other library specialist architects. The motion was seconded and the motion passed. Further discussion included Baumann may reach out to the local engineering firms regarding the possibility of contracting for a project coordinator.
- Update on Federal/State Grant Money: Director Horner met with the state librarian. The grant has been pushed back to possibly opening March 1, and guidelines may be release in the early spring to library directors. The timeline is not available yet. The State Librarian stressed that the key for this funding will be to make sure we are relating our project to COVID, health, and employment needs of the local community.
- Friends of the Powell Library Event update: Faith Johnson and Chair Stuart reported on the successful auction fundraiser on Saturday, November 12.

**New Policy Manual Update** - Director Horner reported that the policy manual is partially finished with staff review. Chair Stuart requested the document be added to SharePoint for the board to review the drafts before being sent to the county attorney’s office.

## **New Business**

December 15, 2022 library board meeting was cancelled.

**Date, Time, and Place of Next Regular Board Meeting:** Thursday, January 26, 2:00 p.m. in the Cody Library and via Zoom.

**Meeting Adjourned at 3:30 pm.**

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Pat Stuart

*Chair*

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Karen Horner

*Library Director*

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Lisa Heimer

*Recording Secretary*