



**Park County Library System
1500 Heart Mountain Street
Cody, Wyoming 82414
Board of Trustees Regular Meeting
February 23, 2023, 2:00 pm**

Call to Order and Roll Call

Chair Stuart called the meeting to order at 2:00 p.m. at the Park County Library in Cody and via Zoom. Library board members present were Jolene Reekers, Paul Fees, Gary Warner and Pat Stuart. Library personnel attending were Karen Horner, Lisa Heimer, Faith Johnson, Nicholle Gerharter, and Leslie Tribble. County Commissioner Liaison Overfield was present.

Approval of Agenda

The agenda was adopted as presented.

Minutes

Trustee Reekers made a motion to approve the January 26, 2023 regular meeting minutes. The motion was seconded, and the motion passed.

Consent Agenda

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

Financial Business

The reconciliation report and budget report were reviewed for January 2023. Trustee Warner made a motion to approve the financials, the motion was seconded by Trustee Reekers, and the motion passed.

Library Director's Report

Director Karen Horner reported on the recent programs for the library. She presented the library system annual report to the Park County Commissioners on February 7 and Trustee Baumann also answered questions about the Powell Library Project. The Winter Author Fest was February 4, and it raised about \$3,500.00 for the Powell Library Project. Karen discussed a potential partnership with Wyoming Assistive Technology Resources.

Foundation Update - Trustee Reekers who is the PCLF Liaison, reported that PCLF continues to work on fundraisers. The next event is a movie screening in the downtown Powell theater of a Wyoming produced documentary called Dear Sirs. The February PCLF meeting was postponed due to the bad weather.

Staff Update – Cody Librarian Nicholle Gerharter provided the staff update this month. She gave the board a summary of her behind the scenes jobs, large projects, regular duties and her involvement in statewide library committees. She answered questions regarding collection development and weeding.

Old Business

Powell Library Project – no update.

New Policy Manual Update

- Circulation Policy – Chapter 2 was reviewed again and Karen gave her recommendations for the changes to non-resident library cards. Trustee Reekers made a motion to accept the policy chapter as written. Trustee Warner seconded the motion, and the motion passed.
- Collection – Chapter 4 was edited and reviewed. Trustee Warner made a motion to accept the policy as corrected. Trustee Reekers seconded the motion, and the motion passed.
- Public Notice Boards & Meeting and Study Rooms – Chapter 5 was edited and reviewed. Trustee Reekers made a motion to accept the policy as corrected. Trustee Fees seconded the motion, and the motion passed.
- Chair Stuart requested that Meeting Room procedures and fees/charges be added to the next agenda.

New Business

The executive session was tabled until the March meeting.

Date, Time, and Place of Next Regular Board Meeting: Thursday, March 23, 2:00 p.m. in the Cody Library and via Zoom. The April meeting will be held in Powell.

Meeting Adjourned at 4:05 pm.

Pat Stuart

Chair

Karen Horner

Library Director

Lisa Heimer

Recording Secretary